



Stay HR Savvy with HR Elements®

Welcome to the UBA Partner Firm exclusive monthly newsletter delivering insights about timely human resources and employee benefits topics.

HR Elements | October 2022

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Dear HR Manager,

I am excited to say we have identified a great candidate for a role on my team and will be extending a formal offer tomorrow. I want to show this candidate that we want them on our team and that they have a future in our organization. What recommendations do you have to communicate this to a new hire?

– Rolling out the Red Carpet

Dear Rolling out the Red Carpet,

In today's hot job market, it is smart to think about what you can do to show energy, excitement, and support when extending an offer.

1. Call to present the formal offer

Pick up the phone to make the delivery of this news personal. Tell them *why* you are so excited for them to join the team. Include growth opportunities and projects they will lead once on board.

2. Include all relevant details in the offer package.

Try to anticipate the questions candidates will have as they consider an opportunity. In addition to salary, include any details that have a monetary value, such as the benefits summary plan document, employee healthcare contributions, retirement plan details, and paid time off policy.

3. Ask peers and senior leaders to send congratulations.

People and culture are two big ticket items that candidates evaluate when joining a new company. An email, text, or phone call from a future colleague or leader goes a long way in creating connections.

4. Invite to upcoming events.

Invite the new team member to any upcoming virtual or in-person social events. This pre-hire welcome shows that you value social connection as much as you do work networks.

These steps will aid you in creating a first-class offer experience. Best of luck!

- HR Manager

Workplace Culture | Quiet Quitting: Employee Engagement Issues in Disguise

The term “[quiet quitting](#)” swept the corporate world this summer, leading to debates over what it meant and if it mattered.

Quiet quitting is described as employees performing the basic requirements of their jobs and nothing more.

A lack of engagement or psychological detachment is at the root of this trend. In a recent SHRM Research survey, 51% of HR participants were concerned about the [repercussions of quiet quitting](#), including low employee and manager engagement.

HR leaders can take proactive steps to engage their teams.

Upskill managers to engage a diverse workforce.

The modern workplace involves employees from multiple generations, work locales, and experience levels. Managers can be lynchpins in the response to quiet quitting because they have the unique perspective of interacting with each employee directly. Train managers in flexible management techniques so they can shift their styles to meet individual employees’ needs.

Create a vivid vision of success.

Purpose is a key driver for employee engagement. Involve your teams in crafting a purpose that speaks to them. Look for opportunities to partner with employees to further connect the visions among staff, creating further engagement.

Show you care.

Gallup surveys indicate that employee engagement for those under 35 dropped most significantly. What contributes to this change? Many younger workers don’t feel someone personally cares about them or their professional development. Managers can leverage weekly conversations to show their genuine concern.

Quiet quitting may be employee engagement repackaged using trendy lingo. Nonetheless, attracting and keeping employees happy are central to supporting a collaborative culture.

Diversity, Equity, and Inclusion | Create an Inclusive Interview Environment

In today's difficult hiring market, diversity and inclusion are [top of mind](#) for candidates seeking employment. In a [survey by Monster](#), 62% of respondents said they would turn down a job offer if the company didn't seem to support diversity. Your hiring managers and recruiters have an opportunity to display company culture in every interaction they have with candidates.

Share these pointers with your hiring team to create a safe, welcoming, and inclusive interview process.

1. Show up early.

Block your calendar before an interview to allow time to review the candidate's resume, prepare questions, and turn off or mute your electronics. Make sure the meeting room is free of clutter. There is no easier way to show candidates they are valued than showing up on time (or early).

2. Share your preferred pronouns.

Introduce yourself, your title, and the pronouns you use. Modeling this behavior tells candidates that you are curious about their preferred pronouns and want to affirm their gender identity.

3. Confirm you are pronouncing the candidate's name correctly.

Mispronouncing a candidate's name can sour an interview. Think about [how important your name is](#) to you. Hearing your name pronounced correctly reaffirms your identity. If you accidentally mispronounce it, be gracious and apologize.

4. Use virtual meeting tools to make interviews accessible for all.

One of the ways you can show an inclusive environment is by turning on closed captioning and using visuals whenever possible. This best practice encourages participation from candidates with disabilities and alternative learning styles.

5. Treat the interview like a conversation (not an investigation).

Interviews are the first conversations in building a working relationship. Hiring managers should encourage a free-flowing discussion that allows candidates plenty of time to express themselves. Target a speaker split of 75% candidate/25% interviewer.

Make it easy for your hiring team to showcase your company's culture and commitment to diversity by sharing these simple action items.

Leadership Tip

Self-awareness is a crucial leadership ingredient. A self-aware leader creates more robust relationships with their team because they are in touch with their natural style, values, and behaviors.