# **Welcoming Committee: New Hire Information**

**During the first few days and months after a new worker starts their job, we have an important opportunity to reach out and make sure they feel welcomed by fellow UFCW members.** As a member of the Welcoming Committee, you are one of the first contacts new hires will have with the UFCW.

*Use the form below to help gather information from new hires, and be sure to let them know the best ways to contact you.*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dept.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Follow Up: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes:

Suggested Conversation:

1. “Hi, my name is \_\_\_\_\_\_\_\_\_\_\_\_. I’m in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ department. I’m part of our union Welcoming Committee.”
2. “Have you ever belonged to a union before?”
3. “The UFCW is our union at work. Through our union we're strong because we stick together.”
4. Share some information with the new hire about recent activities or wins by your local union, why the union is important to you, or a personal story about why/how you got involved.
5. “As a new hire here, you are going to have lots of questions and may just need someone to go to for advice. I want you to know that I’m here for you, that’s what a Union is all about—having each other's backs.”
6. “I will follow up with you in about a week to see how things are going, but if you have any questions in the meantime, please come talk with me.” Check to see if the new hire knows who the stewards are, the contact information for their union rep, and if they have received a copy of the contract and know what it is.