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all information
on the **intranet**



StartSmart

The University of Graz job partner system

OBJECTIVES

- » Increasing employee satisfaction and loyalty
- » Facilitating the induction process with increased productivity as a result
- » Transfer of informal knowledge regarding workflows, structures and culture of the organisation
- » Promoting a collaborative and supportive working culture within the university
- » Establishing networks

STARTSMART PARTNERS

Onboarding is teamwork. In addition to supervisors and the colleagues responsible for professional induction, the StartSmart partners are the central points of contact for new employees. They provide support with new employees finding their way around, pass on internal regulations, help to clarify questions and provide guidance to new employees as they familiarise themselves with the existing business and team culture.

The process of organising these tasks is left to the StartSmart partner, the new employee and the superior; the StartSmart phase is scheduled to last for 2 months. Exchanges and discussions can of course also be maintained after this.

StartSmart partners are experienced employees who support new colleagues on a voluntary basis during the onboarding process. In addition to their operational experience, they also have a high degree of communication skills, empathy and team orientation, have good connections and are characterised by responsible and independent cooperation.



IMPLEMENTATION

Pilot phase:

October – December 2024

Evaluation & adaptation:

January 2025

Regular operation:

as of February 2025

ACCOMPANYING MEASURES

- **StartSmart Kit** (StartSmart partners and new employees receive a small token of appreciation from the Unistore and vouchers for a coffee break together)
- **Short online workshop "My role as a StartSmart partner"** (4 x per year)
- The **StartSmart Snack** provides an informal setting for StartSmart partners and new colleagues to discuss their experiences. The Staff and Organisational Development Department also looks forward to your feedback. (2 x per year)

For further questions and information, please feel free to contact the Staff and Organisational Development Department (personalentwicklung@uni-graz.at) at any time.