

## Manager's guide – New hire goal setting

We're focused on driving a performance-led culture, creating the conditions for us to deliver the best possible outcomes for the business. Colleagues new to the business bring different perspectives, fresh ideas and can help us achieve our ambitions.

As a line manager it's vital that you support your team member from the start. Use this document to help guide your goal setting conversation – these conversations must take place within three weeks of crew embarkation.

**Establish career background and reasons for wanting to work on P&O Cruises /Cunard ships**

**Establish career aspirations.** (Understand the crew member's desired pathway.)

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## Set first goal.

This goal is a standard, however use the opportunity to talk through the job description and identify your new team member's strengths and areas for development.

**Goal 1:** *Familiarise yourself with your role, as well as G-HESS and the layout of the ship. By the end of your contract you should be able to complete all aspects of your job description with minimal supervision.*

## Set second goal.

Your team member should lead on this second goal conversation, basing it on their career and development aspirations.

Help them to set a SMART goal. If they need support to achieve it, agree how you'll do this.

Goal example: Understand the uses of each paint type and their mixing requirements by the end of my tour of duty.

## Goal 2: