

Tips for Remote Onboarding and Supervision of uOttawa Students: Shared Perspectives

Presented by Chelsea Paradis, Employer Relations Coordinator & Sophie Wauquier, Career Counsellor

Housekeeping

Expectations during this webinar:

- Please mute your microphone when not talking.
- Write comments/questions in the chat menu. We'll answer in the group discussion all questions asked in either English or French.
- Note: This session is being recorded.

Panel Members

- **Amanda Di Maio** – Implementation Negotiator, Crown-Indigenous Relations and Northern Affairs Canada
- **Mihaela Ciocarlan** – Manager, Executive Correspondence, Corporate Secretariat, Infrastructure Canada
- **Dieynaba Diouf** – uOttawa Co-op student, Infrastructure Canada
- **Nicole Howson** – Talent Advisor, Pomerleau
- **Brendan McGeagh** – Campus Talent and Community Coordinator, Pomerleau
- **Lauren Da Luz** – uOttawa Co-op student, Pomerleau
- **Manon Fiset** – Senior Advisor, Community Programs, Public Health Agency of Canada
- **Lindsey Hollemeyer** – uOttawa Co-op student, Public Health Agency of Canada
- **Tanya Lary** – Manager, Gender-based Violence Policy Branch, Women and Gender Equality Canada
- **Frédérique Lefort** – Junior Policy Analyst, Gender-based Violence Policy Branch, Women and Gender Equality Canada

Questions for our Panel

Pre-onboarding

- What steps have you taken in advance of onboarding, for example shipping laptops to student's home?
- What changes did you have to make to adapt to remote onboarding versus in-person onboarding of students?

Onboarding

- When did you start your most recent onboarding with uOttawa students? How many students are you onboarding at a time?
- Is this your first time onboarding remotely?
- How long does the onboarding last? A few days? A week?
- Has the remote onboarding been successful so far? Any challenges?

Supervising

- How long have you been supervising students remotely for? Have you done remote supervision before the pandemic or because of the pandemic?
- Successes and challenges so far? Lessons learned?

Onboarding from a distance*



1. Get prepared

2. Be welcoming 



3. Make yourself available

4. Reinforce team culture



5. Ensure consistency



Supervising remotely*

1. Communicate openly and often
2. Get organized
3. Be prepared
4. Have empathy

Thank you for attending!
Merci d'avoir participé!

Questions? Des questions?

Feel free to turn on your microphone.

Allumez votre microphone.

Where can you find us? Où nous trouver?



**Career Development Centre /
Centre de développement de carrière**
- All services offered virtually -
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