

Corporate Jigsaw - The Concept

The new employee is handed a set of postcards, which have the organisation logo on the front and approximately six questions on the reverse on each. Each card is specific to a department and has questions which have to be asked to a member or members of that department. There are nine cards; therefore there will be nine departments to be visited.

Each set of questions is made up of some (probably three) generic questions, which cover the basic **core values and objectives** and “the way we do things around here” of the organisation and the remainder are specific and relevant to each department. The new employee is required to spend up to half a day visiting each department and to ask the questions. At the end of each visit the person is handed part of the **Corporate Jigsaw** as acknowledgement that they have been to that department and asked all the questions.

The programme is envisaged to be carried out over a maximum of two weeks. By the end the inductee will have gained an insight into the **core values** and aims of the organisation, from a number of different perspectives, plus the important and relevant information about each department, how they operate and how they contribute to the wellbeing, sustainability and success of the organisation and meet key personnel in each department that will act as a contact point in that department. In turn the employees continue to be reminded of the **core values** and aims of the organisation and the part that their department plays in the organisation. So as new employees go through the programme, the organisation progressively benefits from the use of the programme, for both new and existing employees.

The **Corporate Jigsaw** is the organisation logo on the front (and the departmental answers or questions on the back – Optional extra). So they are building the organisation logo piece by piece. It is envisaged that when they have completed the **Corporate Jigsaw** they will return to the initiator and will be presented with a memento of the exercise, for example an organisation mug, tie, shirt or other memento. The concept is that they keep the **Corporate Jigsaw**.

The programme package requires including one full day of consultancy to prepare the questions. This would require involving the senior management of the organisation including the founder where appropriate. The values, aims and objectives of the organisation would have to be agreed and signed off by the CEO/MD/ founder to ensure buy in at this level. The departmental questions would need to be signed off by the department heads (and possibly counter signed by the CEO/MD.) The programme includes training of staff, to ensure that they understand, buy into and know how to use the programme for the benefit of all of them and new employees.

The issue that the **Corporate Jigsaw** addresses is that of significant lack of understanding of new employees of the culture and working style of the organisation that they have just joined. This would normally take time to acquire and will hinder the integration of the individual into the team and will often destabilise the team shifting it back into storming mode. The programme is designed to minimise this transition allowing the team to move as quickly as possible to norming. The programme will also minimise the discomfort of the new employee integrating them into the organisation as quickly and efficiently as possible.

Almost every organisation is based upon the value and vision of a single person who is also often the founder. However as a organisation grows, the ability of the leader/founder to continue to have his or her values and vision both understood and lived by the employees, is put under ever increasing strain. The **Corporate Jigsaw** programme, therefore, is both a powerful and enjoyable method of continually refreshing all employees with the core values and aims of the leader/founder of the organisation. It provides an original, interactive and dynamic method of providing the correct messages to new employees, so that they can optimise their contribution to the prosperity of the organisation regardless of their role and level/position.

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