

You will arrive at the Main Building reception and meet your manager.

Your manager will show you your office, desk and at some point during the day provide a tour of the College's facilities.

Your manager will have a 1:1 discussion with you about college policies, your job description and work with you to identify any training needs.

Your manager will introduce you to your team and other colleagues throughout the college.

You will be given a New College Durham ID Badge. If your ID Badge is not ready, then you will sign in as a visitor at main reception.

You will be invited to an induction with the Training and Development team which will take place within your first week.

You will be introduced to our internal and external systems.

At the end of the day, your manager will have a 1:1 with you to discuss how your first day has been.