

## Best practices and experiences from Finnish professionals and international talents

(Note: all quotes are from Finnish talents and international talents residing in Finland)

- Welcome kit: “A little present and introduction. It felt good, as you are part of the family.” – foreign origin employee
- What was the most helpful for you when you started a job in Finland?
- “The company organized a get-together before the first day at work to meet your manager and the superiors. It was something personal, where they would introduce themselves. It created a bond. They also tell you a few things about the macro-level things, like shifts, the history of the organization, etc.” – newly arrived employee in Finland
- “I usually ask my employees: How does this work from your point of view? And then I explain how it works here. In my team, I do not look at the nationalities, but they are just people in my team.” – team leader
- “One-on-one talks are common in Finland. Manager sits down with the employee for a two hour meeting. You have to explain what this is for, so that the migrant employee does not lay awake all night because s/he is afraid of getting fired, for example.” – team leader
- “For the holiday planning: you have to consider that 4 weeks is not always enough to go to a far away country, so this might be something that has to be improved. We tend to be flexible if the circumstances allow.” – team leader
- “We have labeled objects that the employee would frequently use (depending on the industry, e.g. in hospitality: pot, stove, refrigerator, ingredients, etc.) so that the employee learns the most essential words of Finnish while being at the workplace. We like to support them to learn the language.” – team leader
- “One of my employees has to take a break once a day for praying. You have to respect that, so I arrange the schedule accordingly, if it is possible.” – team leader
- “I send a text message to my foreign employees to remind them that the time has been changed [daylight saving time].” – HR professional