

Onboarding Playbook

Leading practices when bringing independent consultants into your organisation



1-2 **Target Experience**

3 **Practical Resources**

4 **Message from our Founder**

Your playbook for getting the best out of Independent Talent

Outsized is the leading on-demand talent marketplace in Asia and Africa and has been successfully matching leading organisations with top independent talent since 2016.

This playbook shares our tried and tested insights about the key components required to set the relationship up for success and ensure a mutually beneficial experience.

SETTING UP FOR SUCCESS

What you need to do before the independent consultant starts...



ACCESS

Ensure system/
building access,
email, laptop etc.
is set-up prior to
the independent
consultant joining



BRIEFING

Provide an initial
briefing - background
and context to:

- Their engagement
- Key stakeholders
- Challenges they
may face
- Immediate priorities



LOGISTICS

Ensure expectations
in terms of:

- Working hours
(including
overtime)
- Availability
- Responsiveness
- Location (on-site or
remote)



ADMIN

Make sure they're
aware of the approval
process you want them
to follow for timesheets
and expenses



MENTOR

Provide a buddy - a
point of contact that
can help them navigate
the initial stages of the
engagement and ensure
they're getting a
positive experience

MAXIMISE MUTUAL VALUE

What you need to do during the engagement...

INTEGRATE

- Integrate them into your team as opposed to them operating as a separate entity
- Include them into socials and team/organisation activities
- Avoid a purely transactional relationship



360° FEEDBACK

- Give direct and immediate feedback if they aren't meeting expectations, be clear on what they're doing well and what needs to improve
- Seek feedback on what you can do to help them be successful



CHECK-IN

- Informally check-in with them from time to time to ensure they're happy and enjoying the engagement
- Get ahead of any building concerns, issues or challenges



END OF ENGAGEMENT

- Well before the engagement ends, be clear on whether you intend to extend or finish as planned
- This gives them a chance to find their next project and ensures you don't lose them if you do want to extend



Tools & guides

Resources for you

At Outsized, our constant endeavour is to help clients and consultants stay ahead as the flexible talent economy evolves.

Our dedicated Insights page is a one-stop shop of resources where we regularly add new content in the form of how-to guides, editable templates, webinars, interviews and more.

Here are a few pieces we believe will get you started on the right foot. For similar resources, take a look here: <https://outsized.com/insights/>

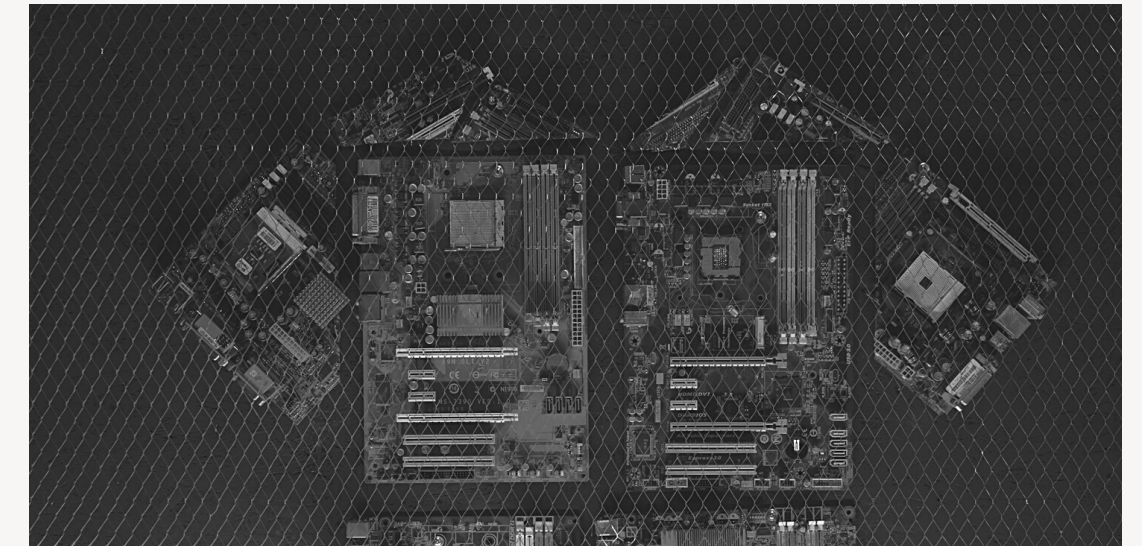


5 steps to make sure remote workers are successful

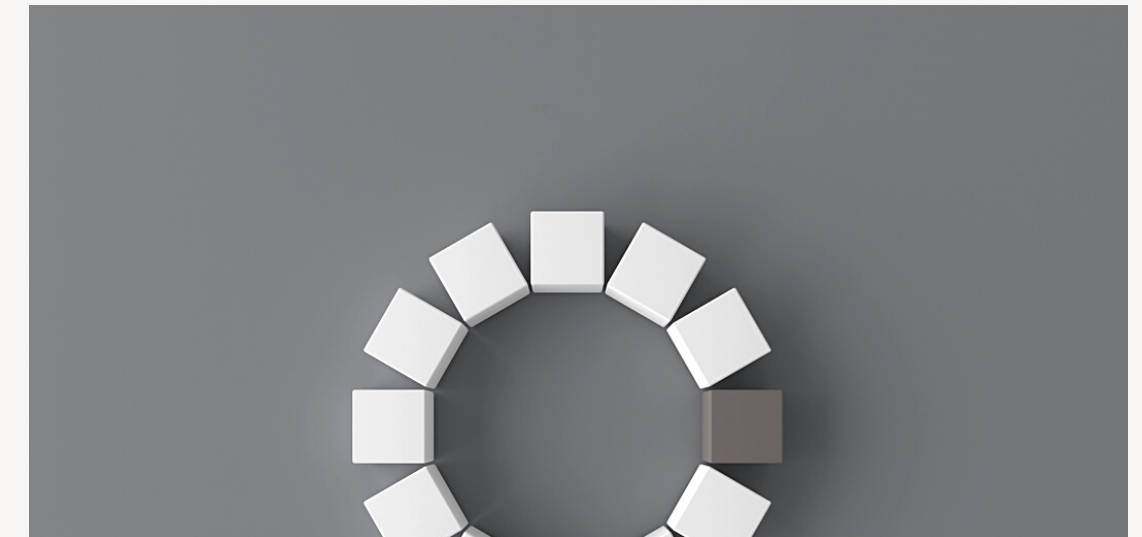


5 steps to create the right culture for your Diversity and Inclusion efforts

Articles



How firms can successfully integrate freelancers into their organisations



How freelancers are disrupting the consulting industry



Anurag Bhalla

MD Southeast Asia, Chief Revenue Officer | anurag@outsized.com

Thank you for trusting Outsized with your talent needs! We started Outsized because we wanted to help independent talent and enterprises find each other more easily. The idea was that if we could help employers hire the very best match for their requirements, it would have profound impacts beyond a single project or contract role. Every time a client hires the best person for their project, the outcome will be better. Clients will grow faster and be more profitable, hire more people, pay more taxes, and provide more opportunities to talent. Repeated 1000s of times, it impacts whole societies.

We are proud to partner with progressive firms such as yours who treat independent talent fairly. Together we are creating a sustainable talent market that works for all parties in the long run. Finally, if you have any feedback or suggestions on how we can help serve you better, please do get in touch through anurag@outsized.com. Thank you!

Best,
Anurag