

ChAMP



Children Achieving Maximum Potential, Inc.

ChAMP New Employee Orientation Information

All new ChAMP employees must complete ChAMP New Employee Orientation via webinar within 30 days of employment with ChAMP. Prior to being added to payroll, you must complete the webinar and any relevant orientation paperwork.

For access to the webinar links and orientation documents, please follow the instructions below:

1. Go to www.childrenachieving.com
2. Click on the “Log in” tab
3. Choose the staff log in page
4. *****CALL THE ChAMP OFFICE TO OBTAIN THE PASSWORD*****
5. Open the document titled “New Employee Orientation Webinar” for instructions on how to access the webinar
6. Open the document titled “New Employee Orientation Checklist” for a checklist of all relevant documents
7. Download each document listed on the checklist (available on the website). We recommend printing these documents for easy reference while completing the orientation
8. Follow the instructions on the New Employee Orientation Checklist regarding submission of materials

Please note that attending orientation is not a guarantee of employment with ChAMP.