

■ New Ringer Onboarding Checklist

For Directors of Church, School, or Community Handbell Ensembles

Before They Arrive

- Send welcome email with rehearsal time, location, parking, attire, and contact info.
- Share group policies, expectations, and music calendar (PDF or online folder).
- Send a brief handbell orientation video or guide.
- Assign a “bell buddy” or mentor for the first few weeks.
- Confirm availability and bell position preferences/limitations.

First Rehearsal

- Greet the new ringer personally and introduce them to the group.
- Make sure their bell position and music folder are prepared.
- Use warm-ups to build comfort and confidence.
- Pair with experienced ringers when possible.
- Encourage the buddy to check in post-rehearsal.

First Month

- Check in after 1–2 rehearsals: How are they doing? Any concerns?
- Invite them to social or bonding events if applicable.
- Give small wins: Assign attainable, meaningful parts.
- Provide early encouragement and positive feedback.
- Avoid overwhelming with too many techniques at once.

Ongoing Support

- Continue informal check-ins (especially if absences occur).
- Offer coaching and growth opportunities (4-in-hand, bell changes, etc.).
- Celebrate milestones (first concert, first solo, etc.).
- Ask for feedback: What helped them feel welcome?
- Encourage them to bring a friend or invite others to ring!