

# SUPPORT YOUR TEAM!

10 tools to help business owners, managers and supervisors encourage innovative and passionate employees

TOOL 7 of 10

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# Progressive environment

## The Way To Work

- Flextime
- Job Sharing
- Offsite Work Arrangements
- Telecommuting
- Leaves of Absence
- Compressed Work Weeks
- Sabbaticals
- Virtual Days
- Unpaid Time Off
- Extended MAT/PAT Leaves
- Paid Vacations
- Lieu Time

## TOOL OVERVIEW

**Why are your employees always rushing to get out the door at the end of the day? How come you hear talk of dissatisfaction?** The truth is that most employees have a lot to manage outside of the workplace that affects how they feel about the time they spend on the job. The good news is you can make a huge impact on their satisfaction levels by developing a workplace that is flexible and accommodating.

### Consider this . . .

*As a general rule, if you don't know you should ask! The same thinking applies when it comes to your employees. Take some time with your team members and give them the opportunity to explain what would make the workplace a more flexible environment for them to work. Can't accommodate everything? That's ok! just be sure to explain your reasoning. Just the simple act of showing you care about their well-being will go a lot further than you think.*

### Reality Check

Not everyone is cut out to be a nine-to-fiver. In fact, many employees leave organizations that aren't able to support their requests for an **accommodating work environment.**

FOCUS LESS ON WHERE AND HOW THE WORK IS BEING PERFORMED, AND MORE ON GOALS AND OBJECTIVES BEING MET SUCCESSFULLY. WHY NOT GIVE IT A TRY TODAY?

## If you find yourself saying . . .

**"The last thing I want to do is treat someone unfairly. It's best to have one strategy for everyone."**

Well, not if different people value different things. It seems like one-size-fits-all workplace strategies just don't work anymore. Give your employees a chance to decide what's important to them!

**"I don't have the budget to implement a flexible workplace. It just can't happen!"**

Big budgets don't necessarily dictate workplace flexibility because it's really more about attitude. Plus, there are so many ways to develop an accommodating workplace that don't cost anything at all. Do some research and you'll see!

**"We've had the same process of getting the job done for years. Why change what's working?"**

The answer is simple, because you might find another way of reaching your workplace objectives that works even better! Plus giving your employees some choice in how they work can lead to a much more productive organization.



**They want flexibility at work!**

Want more? Check out this great read!

**Night Owls vs. Early Birds in the Business World** by John Heckers

View it online @ <http://www.careerealism.com/night-owls-early-birds/>

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