

Managing Flexible Work Arrangements

At Tandem HR, we offer flexible work arrangements to employees when possible in order to attract and retain A-players. Whether offering work-from-home, part-time or flexible work hours, employees appreciate the flexibility; especially those with young families or distant commutes. With flexible schedules, companies can:

- Enhance non-monetary benefits package
- Boost worker morale
- Reduce absenteeism
- Increase productivity
- Create a better life/work balance
- Become more environmentally friendly

Let me warn you: This benefit does not come without challenge. Here are a few things to consider when considering flexible work arrangements:

- Can you keep arrangements relevant to workers' real needs?
- How can you offer some employees and not others the benefit, without providing unfair treatment?
- Once you offer a benefit, eliminating it (should it not work out) can impair employees' morale, even if only a few used it.
- Effectively managing and communicating with employees not working in the office may be a concern/consideration.

It is important to assess your company's ability and need to provide this benefit to employees. Guidelines need to be set by managers and then communicated to employees. We have found that by addressing and overcoming these challenges, we've been able to make employees happy and remain competitive in the workplace.

For more information contact Tandem HR at 630.928.0510 or visit www.tandemhr.com. The staff at Tandem HR contributed to this article. It is intended as information only and is not a substitute for legal advice. Tandem HR is a professional employer organization specializing in strategic HR partnership with small and mid-sized businesses.

Copyright © 2010 Tandem HR. All rights reserved.