

Flexible Working

One Size Does Not
Fit All

Robyn Young HR

25 June 2020



www.robynyoung.co.nz

Points to cover



- What is flexible working
- Why flexible working
- Implementation
- Flex



What is flexible working

- Working in new ways which are different to the traditional 8am – 5pm, 5 days per week model.
- Some people are more familiar with flexible working than others. That's OK by us.
- We encourage you to learn what options are available and be ready to give them a go.
- With a little creative thinking (and trust), most businesses can find new ways of working with their people.



Why flexible working

There is plenty of research and media talk about the benefits of flexible working.

In brief:

- Employees want it. Happy employees = happier workplace = more engaged.
- Reduced turnover and costs.
- Improved productivity.
- Gender pay gap.
- Inclusion.
- Wellbeing.



Flexible working options

Flexible working can look different for different people and different organisations. One size does not fit all!

- Part time hours
- Remote working (working from home)
- Job sharing
- Flexi hours
- Seasonal/term work
- Four day week
- Compressed hours

Implementing flexible working – Part 1



Points to consider for all types of flexible working:

- Communication. Communication. Communication.
- Trust
- Expectations – employees and managers
- Technology / data security
- Health and safety
- Employment agreements / contracts

We can't forget the Employment Relations Act (Part 6AA for all the people nerds out there). If you receive a flexible working request, you *must* follow this process.

Implementing flexible working – Part 2



Talk about it – Managers and employees. What do they want? How would it work? The good, the great, the not so great. Potential roadblocks. Work through people's questions, excitement and concerns. And keep talking!

Same page – Get everyone (managers and employees) on the same page. This might take some time (and that is OK). If people aren't on board or if there are underlying issues, there will probably be issues later on.

Expectations – Clear and simple. Easy for everyone to follow. Keep reviewing.

Consider a trial – Clear expectations and time period. Regular reviews.

Documentation – Letters, KPIs, meeting notes, policies.

Ongoing reviews – Keep talking and reviewing. Are current arrangements hitting the mark? Potential future changes might be needed.

Introducing...



Practical and user friendly information about flexible working.

www.flexiblework.co.nz

Launching in the next few weeks.

Check out our Facebook site to keep up to date.

What we do



- Working mainly with small / medium businesses throughout New Zealand, but predominantly Manawatu and the central region.
- Provide down-to-earth people (HR) advice, support and guidance to business owners, managers and Boards.
- All things people:
Strategy, employment law (restructuring/redundancies), coaching, recruitment, compliance (contracts and policies), learning and development (training), workplace culture and remuneration.
- Hourly rate basis, including recruitment.
- Give us a call to talk through anything people related.

Robyn Young

021 119 1044

robyn@robynyoung.co.nz

www.robynyoung.co.nz



Visit regionalbusinesspartners.co.nz
to register for support

