

HOW FLEXIBLE WILL OUR WORKPLACE BE POST-PANDEMIC?

Use this checklist of key questions to design a workplace flexibility philosophy that balances the needs of your organization with the expectations of your employees.

Cultural

- How do our leaders define flexibility? How do our employees define it?
- Are our leaders and employees aligned in their definitions?
- Do our new work arrangements align with our mission, vision, and values?
- If there's any misalignment, how can we reduce it?
- How will our culture change if we increase/decrease flexibility? Are we okay with those changes?

Functional

- Do our current benefits packages align with employee needs for flexibility?
- How will supervision change in a more/less flexible environment?
- Can our physical work environments support increased/decreased flexibility?
- Can our communication infrastructure support increased/decreased flexibility?
- How will we determine if changes in flexibility are successful?

Relational

- What are our clients' flexibility expectations? How will we meet their needs?
- How will changes in flexibility impact our employees? How will we manage it?
- How does our stance on flexibility impact retention and recruitment?
- Is increased/decreased flexibility sustainable long term for our organization?
- How will changes positively/negatively impact our employees, clients, and community?