

FLEXIBLE SCHEDULING IDEAS

Tactical Strategies for the Needs of Today's Workforce



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The desires and preferences of today's new workforce hit home most for employers when it comes to scheduling. Because everyone's definition of work-life balance is unique and everyone's plates are full of their own commitments, leaders need to get creative with their scheduling and offer as much flexibility as they can.

Read on below for several tactical strategies for implementing flexible scheduling options that cater to the unique needs of today's employees:

Various Shift Options

To accommodate the diverse schedules of employees, it is essential to provide a range of shift lengths and start/end times. Offering shifts that are 4, 6, 8, 10, and 12 hours long allow workers to select those that align with their various priorities and commitments. This flexibility empowers them to balance their responsibilities effectively.

Scheduling Pods

Implementing a scheduling system that combines fixed schedules for core teams and a flexible pool for those who need it can meet the needs of both parties. Core teams can have a set schedule well in advance, while employees needing flexibility can schedule their shifts on shorter notice. This approach offers a balance between consistency and flexibility.

Scheduling Software

To manage the above variety, utilizing scheduling software simplifies the process of managing shifts for both employers and employees. This technology enables workers to easily swap or adjust their schedules, view real-time updates, and receive notifications. By embracing scheduling software, employers can streamline communication and empower their employees to manage their time efficiently.

Shift Cancellation Flexibility

Get creative with shift cancellation policies. Consider allowing a specific number of call outs before penalizing employees. This acknowledges the need for flexibility and reduces stress, and is why some staff should be used as supplemental staff not key workers of a shift. Policies that allow for this kind of flexibility empower employees to prioritize additional responsibilities while still maintaining work commitments.

Remote Working Options (*In Certain Industries*)

In certain industries and roles, remote work can be a viable option for workers. Consider exploring remote work opportunities for tasks that can be performed off-site, such as administrative work or virtual customer service. Remote work provides employees with flexibility, allowing them to complete their work from a location that suits their needs, while still fulfilling their work obligations. Proper onboarding and mentoring are keys to the success of this approach.