

DOWNLOAD PDF ADVANTAGES AND DISADVANTAGES OF WORK LIFE BALANCE

Chapter 1 : Advantages and Disadvantages of workforce diversity and work-life balance

Therefore the literature review covers areas such as the synopsis of work life balance, the benefits, the approach of gender towards work and life, policies implemented and the best practice approach to balancing work and non-work demands.

There are potential pitfalls however and below we discuss some of the advantages and disadvantages of working from home.

Financial For you-You save on many costs associated with going to work- commuting, car wear and tear, fuel, road taxes, parking as well as indirect costs such as your professional wardrobe and dry-cleaning. **For your company -**Home-based workers can produce big overhead savings for companies. They need less office space, less equipment, less facilities such as staff restaurants.

Time-saving The time taken to present yourself professionally, deal with hair and makeup, and travelling to work, is probably a major factor in increased productivity. As soon as the kids are out of the door you can be at your desk in seconds! And in the evening as soon as you switch off your computer, you can immerse yourself in home life.

For younger children it is probably impractical to forgo proper childcare arrangements and try to balance care and supervision with the demands of the job.

Flexibility The flexibility to determine your own work hours to some extent is probably the most important aspect of this for many. You can also choose your environment, lighting, music, temperature, setting, mood. Choosing the factors that suit you best and make you happiest probably contribute to home workers increased productivity.

Fewer distractions Colleagues chatter and distractions, interruptions, trivial meetings can all be avoided if you are at home and in control of your own environment. You must ensure you are protected as well as possible from interruptions.

Closeness to home and family Many people find the physical closeness to family and the convenience of being at home is important to them as it means that they can be available if help is needed. This is true for parents and also applies in the case of elderly care.

Less stress The stress of commuting at rush hour in many countries is counterproductive and can lead to workers who are already exhausted and in a bad temper before they have even begun their day. Other stresses can be unfriendly colleagues, a poor work environment and constant distractions.

More productivity Working in your own environment at your own pace, many people are a lot happier and a lot more productive.

Better health Both physical and mental health can be improved; perhaps you can find time to go to the gym instead of commuting? Or you can go for a long walk at lunchtime. You have more control over the food you and your family eat as well- no staff restaurant, and you can prepare casseroles and leave them to cook while you work.

Disadvantages

Danger of being overlooked for promotion The danger of being overlooked for promotions and career development opportunities is quite real when you are away from the office and other more visible employees are actively competing for them. An open line of communication with management and regular visits to the office are critical in order to prove your dedication and commitment to your career and to prevent the out-of-sight-out-of-mind syndrome.

Distractions Although office distractions are avoided, different distractions may clutter your day. Interruptions from children, or elderly family, nuisance calls, door to door salesmen, the office, neighbours, friends, family can be very disruptive. You are the first person who comes to mind when an emergency arises and someone needs to collect something, run somebody to a hospital appointment etc. You must make it known that you are actually working and not available for interruption within work hours despite your physical presence at home.

Need for self-discipline Working from home requires a lot of dedication, self-control and discipline to motivate yourself over the long run without succumbing to distractions and losing drive and momentum.

Difficulty in separating home from work The temptation is to engage in household chores while you are at home. You may feel obliged to clean, do the shopping, the washing, the childcare, the cooking, the home finances. You need to be disciplined enough to draw the line between home and work.

Work has no boundary The lack of physical separation between home and work may tempt you to work outside normal hours. You feel there are greater expectations of you as a home-worker, or you may self-impose pressures to prove yourself and your abilities in this arrangement.

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Alienated from company developments A lot can change from day to day in a company and you may find yourself removed from important developments such as staff changes, new business developments, changes in company direction, new competitive information. Isolation Some people struggle with isolation and loneliness and this can be depressing. You need to be more creative and resourceful in getting to know people and in staying in touch with your colleagues. So in summary An arrangement where you report into the office once or twice a week might be a good compromise. It allows for close interaction with colleagues and supervisors and ensures you remain in touch with company developments while still permitting you the comfort and convenience of working from home. And if you have the right mindset it can be very productive to break up intense periods of professional work with domestic tasks such as switching on the washing machine, or emptying it later. The mind often solves a work problem while the hands are busy!! The key is to set yourself targets and make sure you achieve or surpass them on a regular basis.

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Chapter 2 : Disadvantage of worklife balance

While it's true that maintaining work-life balance is essential for the holistic growth of a company, giving too much flexibility in this area may have disadvantages.

If your current working environment is already one that is flexible, then you are in luck. Although, as with all things, there are both advantages and disadvantages of taking up a flexible work schedule yourself, or if you are a business owner, implementing flexible work strategies into your business. Flexible work can encompass a variety of factors, and they are different for each person. Generally however it pertains to “compressing work days, flexible working hours, telecommuting etc. Some employees thrive in team environments, some on the other hand work best when left alone. Each individual is different and that can come with as many challenges as it can advantages. Keep reading to find out whether you as an employee or employer would benefit from flexible working arrangements. Less time spent on the road For many of us, the hour-long commute in peak hour traffic each way is far from uncommon. However, it can be argued that these lengthy commutes are absolute time-suckers, especially as they eat away at what could be potentially your most productive hours. If employees are given the ability to work from home, that saves them those two hours out of each day, as well as the costs associated with their commute such as petrol, public transport fare, insurance, etc. A popular reason many people chose to work for themselves circles back to their relationship with control. By allowing your employees to determine their own work schedule, environment and even going so far as to allow them to be more creative “you appeal to their entrepreneurial spirit, which is a great morale booster as well as showing them that you value them for more than simply the results they produce. There is no evidence that those who work later in the day do poorer work than those who work earlier in the day, these are simply antiquated cultural norms. Reduces the likelihood of burnout Flexibility allows employees to take breaks as needed, without incurring unnecessary guilt, or risking their health due to their inability to take substantial leave. Allowing your employees due time within their workweeks to step back and relax does a world of good for all parties involved. The fact that members of their team and fellow colleagues do not share the same schedule, can be unnerving to some and actually hinder goal achievement. Hence, many employers demand that there are at the very least, core hours and or days in which everyone must be in office. There is no clear distinction between work and home When taking on a flexible schedule, it can be hard to draw the line between when you are working and when you are being a mother, father, care taker, relaxing etc. It may also mean that your employer takes advantage of your schedule, and may demand more hours from you, and those hours may be more obscure i. The disadvantages of a flexible work schedule for employers are listed below In team-oriented departments, it may be nearly impossible to implement flexible working schedules as teams must meet almost daily Although unlikely, there is a chance that your employees will take advantage of their new-found freedom and slack off on their work. However, such an instance would be hard to come by, even so, it would make it self-apparent quite quickly If you are a serial micro-manager, you may struggle to adjust your management style and find yourself at a loss at how to direct your team Juggling clients can become hard, especially when those you are dealing with do not operate in a similar manner, and expect continual 5 day a week service.

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Chapter 3 : Working from home-advantages and disadvantages | Keeping Your Career On Track

Helping employees balance work and non-work responsibilities has been a growing concern of corporations for more than twenty years. The interest in work-life balance issues began in the 1980s as more women entered the workplace and focused primarily on helping employees balance work and family.

Luckily, more and more organizations are implementing best practices when it comes to achieving work life balance for their employees. This is because they know that doing so will be beneficial not only to their staff but also to their companies as well. In fact, it remains to be one of the more important attributes in the workplace, even surpassing compensation. What are the best practices of balancing work and life at the office?

Flexible Working Hours Some employers are now allowing their employees to work from home for a day so they will be able to attend to important personal matters even while working. Also, there are bosses who require their employees to report for certain hours a day or report early so they can attend to their kids after office hours.

Alternative Working Days Nurses in some hospitals are already enjoying this benefit of reporting for duty for only four days by taking 10 to 12 hour shifting schedules. A survey showed that the most effective alternative work schedule is letting employees work 10 hours a day and have three days of rest.

Day Care Privileges Some companies offer child care options for working parents. With this, mothers or fathers can take their kids with them at work and have them taken care of for a fraction of a fee or at no expense at all. This way, parents with kids can focus more at work instead of having their minds pre occupied with how their children are doing at home or worrying about how to get nannies.

Benefits to Employees

Better Time Management By being able to report to work certain hours of the day where employees are more productive, they will be able to maximize their performance and finish their tasks on time. This will give them more time to start other tasks that need to be done later in the week. Also, if members of the team will be given longer hours of work in return for three days off from work, they will be able to organize their time and divide it among different tasks. This will also give them time to attend to personal matters at home without jeopardizing work. For example, in a 10 hour shift, more work can be done and reports can also be turned in on the same day instead of the next day.

Flexible working hours allows employees to manage their time well.

Autonomy and Personal Employee Growth If the members of an organization are allowed to choose their schedules and the days within a week when they will report for work, they will be given the autonomy to make decisions regarding their work and personal life. This is beneficial to employees because they become more confident about themselves and more assertive. Also, this will boost employee morale, making them happy and content employees.

Increased Focus A workplace with life and work best practices is important to ensure employees will be more concentrated at work. By giving employees the chance to report and do their jobs during hours when their minds are working and their focus is at its peak, more work can be completed and they need not worry about meeting commitments on family and work.

Employee Engagement Individuals vary when it comes to hours of a day when they are motivated to work and are more productive. People who sleep late will prefer to work late at night instead of waking up early. If employees are allowed to pick their work schedule, they will be happier at the workplace. If employees are content and happy, they are more likely to be engaged with their work and motivated to offer quality customer service.

Personal Well Being

Flexible work weeks and work hours give employees time to rest and reduce stress. Instead of spending hours simply to get to and from work, employees can use this time to start work and finish early in the comforts of their homes even for one day in a week. This can also lessen the stress at work and give them more time to rest or exercise so they can be ready for another challenging work week. Less stress can reduce the risks for medical conditions and allows individuals to have healthier lives. If employees are able to manage their work schedule, work and life will be less stressful for them.

Benefits to Employers

Improved Productivity of Employees By letting employees enjoy flexible work schedules, employers ensure that their employees will be working when they are most productive. Say, an employee is not a morning person. If an employee will be allowed to report

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at work at a later hour and stay after office hours, this employee will be able to concentrate more with the tasks at hand. There are people who are night owls and find it hard to focus in the mornings. Letting them perform their duties during hours that conform to their biological clocks will make them more efficient and productive with productivity reaching up to 21 percent. **Reduced Employee Turnover** Employees who commute to work for several hours a day are more likely to be late for work and tired even before the work day starts. If the daily commute is already stressful enough, it will be more taxing for them once they attend to their responsibilities especially if the nature of their job is challenging. Stress at work is one of the reasons for high employee turnover. However, if employees will be given the option to work from home for a day, they will be more satisfied at work and choose to stay with the company. Moreover, potential candidates will be encouraged to apply to the company and contribute to its growth and sales. **Reputation Build Up** If an organization offers work life balance for their employees, it will be able to retain top performers. This will not only ensure keeping efficient and competent key personnel but clients will be aware that the company only has the best employees in their team. This will create a great image for the company and earn a reputation from clients. Work life balance is essential to both employers and employees because of the number of benefits it offers. This is why more employers are making use of best practices to achieve this much needed balance to their employees.

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Chapter 4 : The Advantages of Work-Life Integration | Vail Valley Partnership

A disadvantage of a work life balance can be: work life balance policy such as flextime may not be suitable for everyone e.g. the free riders can have a negative affect on the business or.

Soon his friends, teammates and classmates were asking for some of his "Super Coffee. Business News Daily chatted with Jordan, Jake, and Jimmy about starting a business in a dorm room, and how they make working with family a benefit. Advantages of working with family Working with family comes with a unique set of advantages and disadvantages. One major advantage is trusting and really knowing your business partners. Instead of asking his friends or teammates, Jordan, the youngest brother and founder of Kitu Life , decided to ask his brothers for help. He knew they all shared the same values and would never risk compromising their values to get ahead. The brothers came together and started to work toward a common goal " to create better coffee. The three DeCiccoc sometimes struggle with this. The brothers recently took their first vacation since starting their company in Jim, the oldest brother and CEO, says he thinks one disadvantage is their lack of business experience. But how you react to the bumps is what dictates your success. While they walked away without a deal, they made the most of the experience. We made the most of it, and it worked to tell our story. Instead of being frustrated with the lack of a deal, they altered their coffee recipe. Be competitive and take risks Some of the best business owners are competitive and risk-takers. When they decided to focus on the business, they went all in. Jordan quit college, and Jim left his job on Wall Street. She is the social media strategist for Business. She also writes reviews and articles about social media. She loves reading and her beagle mix, Millie. Reach her by email , or follow her on Twitter. You May Also Like.

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Chapter 5 : Advantages and Disadvantages of Working with Family

Work-life balance issues are important to employees, especially the millennials who became the majority of employees in the workplace in March. They want to volunteer for causes, take up leisure activities such as sports and hobbies, and stay closely in touch with friends.

As more and more professionals seek a better work-life balance and more companies adopt flexible policies to accommodate shifting workplace priorities and realities the working from home option is becoming increasingly viable. Employees see this as an ideal means to remain in the workforce and continue to be employed thereby maintaining all the tangible benefits of being part of an established company, while enjoying all the advantages of being based at home. The option has its potential pitfalls however and below we discuss some of the advantages and disadvantages of working from home.

Advantages

By working at home you save on many hidden costs associated with going to work. These include costs of commuting, car wear and tear, fuel, road taxes, parking as well as indirect costs such as expensive professional wardrobes and the dry-cleaning of those. You can also determine your environment, lighting, temperature, setting, mood; basically work in the framework that suits you best and makes you happiest and most productive. Less distractions Coworkers banter and distractions, unnecessary interruptions, unimportant meetings can all be avoided if you are safely at home and sealed off in your own environment which you have barricaded from any possible interruptions. Proximity to home and family For many, the physical proximity to family and the convenience of being at home are tremendously comforting. For parents it can be especially pacifying to know that they are very near to their children and available should they be needed for any reason. This also applies in the case of elderly care. Less stress The stress of commuting in bumper-to-bumper traffic at rush hour in many countries is extremely counterproductive and can lead to disgruntled workers who are already exhausted and worn before they have even begun their day. This is especially true where the workplace is far from the office. Other stresses often cited include unfriendly coworkers, a suboptimal work environment and constant distractions. More productivity Removed from the stresses and distractions of the workplace and working independently in their own preferred environment at their own pace, professionals are often a lot happier and a lot more productive. Better health Often with long commutes and anywhere from 1 to 3 hours a day spent getting to and from the workplace both physical and mental health are adversely impacted; the former as the gym hours are usually the first to go and the latter due to the stresses associated with both the commute and the workplace itself. By working at home the commuting time saved enables you to resume physical exercise, to go for a long walk for example before and after work or to join a local gym.

Disadvantages

Isolation Often, professionals working from home complain of isolation and loneliness given their removal from their bosses and coworkers and this can be very depressing to some. Since the workplace provides a location to meet people and make friends for many, professionals working from home have to be more creative and resourceful in getting to know people and in staying in touch with their colleagues. **Distractions** Although office distractions are avoided by working at home, different distractions may arise. Interruptions from children, work, neighbours, friends, family may be very disruptive and special efforts must be made to make it known that you are actually working and unavailable for interruption within work hours despite your physical presence at home. **Difficulty in separating home from work** The temptation to engage in household matters since you are at home is often very strong. Suddenly you may start feeling obliged to clean the home, do the shopping, the childcare, the cooking, the home finances and the socializing all while meeting the full requirements of the job too. It is essential to draw the line between home and work so as to avoid both areas suffering. This pressure to work endlessly may be compounded by the fact that you feel there are greater expectations made of you as a home-worker or by self-imposed pressures to prove yourself and your abilities in this arrangement. Moreover the lack of physical separation between home and work may add to this pressure to work endlessly. **Alienated from daily company developments** A lot can change from day to day in

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a company and you may find yourself removed from important developments such as staff changes, new business, changes in company direction, new competitive intelligence etc. Danger of being overlooked for promotion The danger of being overlooked for promotions and career development opportunities is quite real when you are away from the office and other more visible employees are actively and aggressively vying for them. An open line of communication with management and regular visits to the office are critical in order to prove your dedication and commitment to your career and to prevent the out-of-sight-out-of-mind syndrome. Need for high self-discipline Working from home is not for anyone. It takes a lot of dedication, self-control and discipline to motivate yourself to persevere in working at home alone over the long run without succumbing to the distractions and losing drive and momentum. Often a partial arrangement where you report into the office once or twice a week is the optimal arrangement as it allows for close interaction with colleagues and supervisors and ensures you remain in touch with company developments while still permitting you the comfort and convenience of working from home. This article and all other intellectual property on Bayt. Reproduction of this article in any form is only permissible with written permission from Bayt.

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Chapter 6 : Advantages & Disadvantages of Flexible Work -

The lack of work-life balance has resulted, for example, that parents have little time to devote to their children and dependents, increasing school failure and stress. Population aging as a result of declining birth rates.

Disadvantages of a balanced scorecard? Unlike traditional methods of tracking the financial health of a business, the balanced scorecard gives you a full picture as to whether your company is meeting its objectives. While it may seem that a company is doing well financially, it may be that customer satisfaction is down, employee training is inadequate, or that the processes are outdated. Using balanced scorecards allows for stakeholders to determine the health of short, medium, and long term objectives at a glance. Finally, by using a balanced scorecard, a company can be sure that any strategic action implemented matches the desired outcomes. Will raising the price of a product help the bottom line of the company in the long run? It might, if the customer is satisfied with that product, or if the processes involved with creating that product make the product of a higher quality.

Balanced Scorecard Disadvantages While there are many advantages to using balanced scorecards in your accounting toolbox, there are a few disadvantages to the method as well. First, the balanced scorecard takes forethought. It is not a tool you can just think up one night to solve a problem. Instead, it is recommended that you hold a meeting to plan out what goals you would like to see your company reach in each of the four above areas. Once you have clearly stated objectives, you can then begin to break down these objectives in what you will need, financially, to bring these objectives to fruition. Second, while the balanced scorecard gives you an overall view of the four areas for concern in business growth and development, these four areas do not paint the whole picture. The financial information included on the scorecard is limited. Instead, to be successfully implemented, the balanced scorecard must be part of a bigger strategy for company growth that includes meticulous accounting methods. Finally, many companies use metrics that are not applicable to their own situation. It is vitally important when using balanced scorecards to make the information being tracked applicable to your needs. Otherwise, the metrics will be meaningless.. Not always effective; Can be blocked if there is no political interest that has enough power to overcome others federal judges. Not created for proficiency and speed. Identify the disadvantage of trial balance? It may happen if there are next kind of mistakes:

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Chapter 7 : Advantages of improved work/life balance | calendrierdelascience.com

of Adopting Work Life Balance advantages and disadvantages 16 5. appraisal of the literature on the costs and benefits to business of adopting work life.

However Kaila pp. In the early 19 century society had categorised working as dominant over life and personal committedness. The key concern drivers for work-life balance in the workplace tends to further positive result such as addition productiveness, reduced turnover, raised morale attract and retain employees. Professionals sing clip emphasis or psychological emphasis because of their high work load and possibly because of the demands of private life that they can non carry through satisfactorily, will be probably to endure from low concentration and in the terminal lower productiveness. However Kaiser et Al. So based on what was stated above, it may look that the administrations are the 1s profiting from work-life balance. In visible radiation of what was stated above by relevant writers, it is prudent to indicate out that work-life integrating can hold a positive result which benefits the employees and heighten the administration. The present magnitude of sing work life balance is to advance a healthy balance between work and non work committedness which should be the chief thought for administrations to see. However non all directors view work life balance as positive results for the organisation. Conversely, Druker implied that it is corporation societal duties to promote work-life balance within their organisation. However more and more organisations are advancing and even offering work life balance plans in the workplace. Both writers besides believed that in order for employees to be effectual at work, they themselves need to be able to do alone parts to the administration that lies within the contexts of their ain personal status. Alternatively the detriment consequence of this should impact on work forces besides so that adult females should non be expected to conform to the stereotype gender function. Despite the many fluctuations of work and life functions for adult females, Cleveland et Al. Reeves stressing that whether adult females are taking attention of kids, cleansing, cookery and covering with errands, adult females of today has been and are working harder than earlier to run into the demands of work at place and on the occupation. In many organisations there are a scope of policy picks that have been put in topographic point to suit employees in the field of work life issues. Polices implemented in administrations are intended to help employees, particularly health professionals and females, to pull off work and personal struggles. Supporters of policies argue that the policies in HR patterns help people achieve balance of work and life issues. He indicated that employers are implementing policies as portion of a scheme in effort to exemplify lovingness duties for get bying parents. However, harmonizing to Hudson pp. Coussey mirrored Hudson statement by connoting that employers may believe that it is undistinguished benefits of holding these constabularies and that employees may be unable to afford to do usage of these policies because of concerns that it may impact their calling patterned advance. However, harmonizing to Torun pp. Conversely to province, in this peculiar country all writers that have given their analysis about policies and work-life balance are merely stressing that administrations that implement work-life policies tend to pull committed employees to work for them. The passage of work-life balance challenges the knowledge that the demographic work force has changed drastically in recent old ages. The fact of the affair is that the work force includes dual-earner spouses who are married and have the duties to care for kids and soon some are besides burden with adult-care duty excessively. Because of these brush, several statute law policies was introduced in the UK to suit the European work force committedness, merely to call few from the set are:

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Chapter 8 : Benefits of Work Life Balance for Employees and Employers - Joseph Chris Partners

Advantages & Disadvantages of Flexible Work Posted on March 24, It requires keen management and an open mind, however, in today's world, even the smallest of steps towards a more flexible workplace is considered a step in the right direction.

Yuri Arcurs Helping employees balance work and non-work responsibilities has been a growing concern of corporations for more than twenty years. The interest in work-life balance issues began in the s as more women entered the workplace and focused primarily on helping employees balance work and family responsibilities by offering family-friendly benefits. These practices are now aimed a work-life balance, which is a more encompassing term that reflects the desire of nearly every employee for more flexibility in their work in order to mangle the competing demands of work and life outside of work. While many employees enjoy the benefits of work-family balance practices, many were inspired by changes in the workforce over the last two decades. These changes include increases in the number of employed women, especially mothers, single-parent families, and dual-income families. Additionally, many employees are now responsible for caring for elderly parents and other relatives. Corporate interest in family-friendly practices has steadily escalated as companies have realized the advantages of providing work-life balance benefits. The major change related to the need for family-friendly benefits is the number of women in the U. Additionally, more women are remaining in the workforce after marriage and after having children, increasing the number of dual-career households in America. Add to this a larger number of single women with children in the workforce in the past two decades, and there is increased demand for family-friendly work policies. Although the trend toward work-life balance practices began with demands from mothers in the workforce, the push now is coming from all employees: Nine out of ten workers in America live in households with family members, and nearly half of all employees have care-giving responsibilities. Recognizing these changes, corporations are creating work environments that make it possible for employees to be both good workers and good caregivers. However, the corporate motive for work-life balance policies is more than altruism and a desire to help and support employees. Employers have realized that it makes good business sense to provide such benefits. It helps with recruitment and retention of employees by creating an atmosphere of loyalty to the corporation. Programs and benefits that directly address work-life balance issues include: Working Mother was the first periodical to write a lead story on family-friendly companies. This article has appeared annually since and is called "Best Companies for Working Mothers. Evidence from their study indicated that family-friendly polices help the bottom line. In the last decade, there has been an increase in the number of day-care centers in America, and only about 28 percent of families with children had a parent who stayed home full time. This has prompted many organizations to either provide or subsidize day care for employees. Additionally, some companies provide assistance for child care for older children before and after school. This is an important concern of employees with school-age children because elementary school students typically spend 1, hours a year in school whereas full-time employees spend 2, hours per year at work. This leaves a 1, hour discrepancy. Employee concern about care before and after school is increasingly recognized as a drain on productivity and morale. Employers who provide this benefit report increased retention of employees who take advantage of it. Attitudes, recruitment and retention, and performance were all more positive when child-care centers were available. However, not all companies can provide on-site child-care or after-school programs. In these instances the company can provide information about referral services and tax-free salary withholding for flexible spending accounts. Companies can also support community programs that provide care. Similar programs can be set up for elder care needs. Hewitt Associates determined in a study that 94 percent of large employers surveyed allowed employees to put aside pre-tax earnings for child care into flexible spending accounts that 13 percent of large corporations surveyed offered on-site or near-site child care, and 13 percent offered "backup emergency childcare" for when regular child care was temporarily

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unavailable. Flexible work programs accommodate employees by allowing variations on when and where they do their work. Flexible work programs consist of flextime, compressed work-weeks, telecommuting, job sharing, paid time off, and other leave programs. In the past, employees arrived at work at 8 a. Flextime allows employees to vary the start and end times of their work day, and employees are typically required to be present during certain core hours. Flextime allows all employees—those with children and those without—the ability to better manage their work and non-work lives. A poll of over 100 companies conducted by the Mellon Financial Corporation indicated that the number of employees who are allowed flexible work arrangements has doubled from 32 percent in 1995 to 71 percent in 2005. The compressed workweek is a type of scheduling plan in which full-time hours are worked in fewer than five days. For instance, employees may work four-hour days and always have a three-day weekend. First, technology has improved steadily over the past few decades, allowing faster and higher quality communication from home. Access to the Internet is the primary reason that people can now work effectively out of their homes. With dual-career families in which spouses work in different cities, or in large urban areas, employees may find some hours of their day taken up with a long commute. Additionally, telecommuting can reduce pollution associated with driving to work. While telecommuting shares many of the advantages of other flexible work arrangements, it has some distinct disadvantages. A second major concern with telecommuting is the inability to supervise the remote worker. While many employees are not allowed to telecommute until they have a record of effective performance in the workplace, performance problems resulting from a lack of supervision may arise in some cases. Finally, a major drawback is that the employee loses touch with the organizational culture; the patterns of behavior that one observes in a certain workplace are not as easy to learn when a person is absent from that workplace. This may be irrelevant in some workplaces, but crucial to meeting objectives in others. Additionally, by being absent and perhaps not learning the organizational culture, the employee may reduce his or her ability to be promoted. Job sharing is allowing two employees with complementary schedules to split the responsibilities of a single traditional full-time job. This typically allows employees to keep the fringe benefits of a full-time position, while working fewer hours. Job-sharing may be used temporarily when an employee reduces hours, perhaps to continue working while managing child-care duties. A study conducted by Hewitt Associates studied the benefits provided by more than 1,000 companies and found that 28 percent of organizations offer job sharing. While job sharing accommodates the schedules of employees, having two people accountable for one position may result in conflict. Therefore, care should be taken when allowing employees to job share. Paid time off, in the form of vacation days, sick days, and other forms of paid absences, are ways to help employees manage issues associated with health, school, leisure, or any other non-work activity. Many employers now allow employees to draw leave time from a single pool for any type of leave rather than allowing only a fixed number of days for each type of absence. Leaves and time-off programs include paid and unpaid authorized leaves such as sabbaticals, social service leaves, leaves for emergencies, paid leave banks, and family-care leaves. Many employees want and need leaves in addition to annual vacations for reasons such as care of newborns or sick family members and for personal interests or volunteer work. These leaves are different from flexible work schedules in that flextime addresses when and where the work gets done; time-off programs provide employees with leave during unusual or emergency times. Many companies provide this benefit by leave-sharing programs. These allow employees to voluntarily donate their paid time off to coworkers. Companies may also offer paid leave banks in which employees are given a single pool of time off to use for vacations, personal time, illnesses, and family emergencies. Employers using paid leave banks do so to provide flexibility to employees and to assist managers in scheduling time off. However, the availability of more flexibility for leave time may hinder the organization if key employees are absent when needed, and thus, these programs must be properly managed. It requires businesses with 50 or more employees to provide employees with at least 12 weeks a year of unpaid leave for birth, adoption, or personal or family illnesses. Employers must pay health-care coverage during the leave and return employees to their same or equivalent jobs. Social and demographic changes were the impetus for this law; the law, along with pressure stemming

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from the same social and demographic changes, has driven the adoption of family-friendly benefits. Families may no longer have a full-time parent at home. Employees need time off to care for themselves or family members such as sick children, spouses, and elderly relatives. Impetus also came from other countries, primarily western European countries, Canada and Japan, all which have family leave policies more generous than those outlined in the Family and Medical Leave Act. In the United States was the only country of surveyed by the International Labor Organization that had no mandatory parent leave law. Most business groups opposed the FMLA on the grounds that it would reduce business efficiency and add administrative costs to employers. However, studies generally have found that it has not been a major burden or had a significant impact on employer costs. In a study conducted by Westat for the U. Department of Labor in , respondents indicated that the FMLA had either no noticeable effect or a positive effect on the business productivity 83 percent , profitability 90 percent , and growth 90 percent of their company. Further, respondents indicated that intermittent leave, which was posited to be most disruptive to organizations, had no impact on productivity 81 percent or profitability 94 percent. Not only did businesses report few negative effects from the FMLA, nearly 79 percent of the employees surveyed in the study indicated that the leave had positive effects on their ability to care for family members. Retention is important to employers, and will become more critical as baby boomers retire and are replaced by smaller generations. Several research studies have been done to determine the effects of work-life balance benefits. In another study by Steven L. Grover and Karen J. Crooker, published in *Personnel Psychology*, the authors found a relationship between employee commitment and benefits such as parental leave, flexible scheduling, child-care assistance, and child-care information. An interesting aspect of this study was that employee commitment increased regardless of whether the employee was a user or nonuser of the benefits. In a more recent study done by Aeon Consulting in , family-friendly benefits were again correlated with employee commitment. This study was based on 2, employees. In contrast to the positive effect of a supportive workplace, the study found that difficult and demanding jobs in nonsupportive environments tended to suffer from poorer job performance. These employees may feel that they are not getting the same level of benefits as their coworkers with children, because they cannot take advantage of the programs in which the organization has invested. As such, employees with children receive more total compensation because of the added benefits than do childless employees. This problem may be alleviated with a flexible benefits plan, in which those employees who do not choose family-friendly benefits may choose other types of benefits. Thus, if all employees are able to take advantage of flexible hours, telecommuting, or other types of work arrangements to better manage their lives, then the policies are likely to be accepted by all employees.

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Chapter 9 : What Are The Advantages And Disadvantages Of Working In A BPO? - Careerindia

calendrierdelascience.com highlights the advantages and disadvantages of working from home. As more and more professionals seek a better work-life balance and more companies adopt flexible policies to accommodate shifting workplace priorities and realities the working from home option is becoming increasingly viable.

Excerpt Achieving the right balance between working and non-working life is a continuing challenge for many employees, particularly for British men who are working the longest hours in the EU countries Green, However, in recent years WLB has become a dominant aspect for the vast majority of employers Straub, Key factors driving this development are, in particular, demographic and social change, which have led to a greater participation of women in the workforce and increased employee concern with a better balance between work and home life Major, ; Taylor, With this, a greater demand for atypical work arrangements has emerged. Furthermore, advances in technology enable to work at any time and any place which thus could contribute to a better integration of employees work and home activities. Still, there is some disagreement among HR academics and practitioners about the benefits and challenges regarding this concept. The objective of this essay is to critically review the advantages and disadvantages of establishing WLB programmes to both organisations and employees. First of all, in order to set the scene for the examination of the relevance of this notion to both parties, the key term WLB will be defined and current examples of different initiatives offered by employers will be given. After that, benefits and challenges associated with WLB practices will be presented. Two case studies will provide examples of how other organisations have addressed this issue and what the beneficial effects have been. Finally, based on these expositions, the main findings will be summarised and evaluated. Attempting to define this term and identify what it constitutes, results in difficulties. The reason for this problem of definition lies mainly in the different meanings in terms of a good balance between paid work and private life for each individual. Consequently, the definitions and hence the expectations concerning required WLB initiatives vary among employees. In their opinion, WLB consists of the following three components: Implementing a WLB programme may encompass a wide range of different initiatives. Structural work-life support aims to increase flexibility in regard to work amount, location and time of employees. Examples of this type of provision include teleworking, flexible work schedules or other arrangements which facilitate combining work and non-working life. Further initiatives could encompass providing the opportunity to reduce workload, take leave or enabling to return to work after a period of absence without career implications. Job sharing comes second with 63 per cent, followed by home working or teleworking[1] 50 per cent. In order to encourage WLB, other employer practices, are time off for parents to take care of sick children or other dependents, career breaks, term-time contracts or childcare provision. However, it is important to point out that these findings refer to public sector organisations and differ to some extent from the availability of WLB arrangements in the private sector. Particularly noteworthy is the higher proportion of almost all WLB programmes established by public sector employers compared to those offered in the private sector. One exception is the option for working from home, which is more often available in the private sector. One possible reason for these differences in flexible work arrangements is the high female participation and the request for flexible working times in public services which entails a greater demand for non-traditional working patterns. To begin with, the potential benefits at the organisational level, are attraction and retention of talented candidates Coussey, ; Holbeche, ; Taylor, Due to the demographic development and the shortage of well-qualified employees, employers face enormous pressures to recruit and retain good performers. Offering WLB programmes and hence improving the employer brand tend to attract more candidates and consequently result in access to a broader recruitment pool Coussey, This argument is further supported by Bourhis and Mekkaoui who confirm in their WLB study that family-friendly organisations are perceived by job-seekers as highly attractive. Notably, initiatives such as personal leaves and flexible scheduling are considered to be pivotal factors in the appraisal of employer attractiveness. In this context it is

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important to stress, that flexible working should not be equated with WLB. Nevertheless, as stated above, flexible working is a central and most frequently offered initiative form of WLB practices and could indeed bring a number of advantages to employers as well as employees. Research CIPD, ; Coussey, shows that this balance has the potential to reduce pressure and stress. This is not only beneficial for the workforce, but is also an equally crucial factor for the organisation as increased mental well-being of employees is likely to result in lower absenteeism rates. Further, the CIPD survey of organisations which offer flexible working provides evidence for these desirable ramifications on different organisational areas. For example, nearly three-quarters of employers, regardless of organisation size, report a positive impact on employee retention, motivation and engagement. Deviations in the findings exist though among the firm sizes and sectors in terms of flexible working effects. For instance, micro-sized businesses are more likely to feel that flexible scheduling promotes their productivity and customer service. However 60 per cent of large organisations cite that they notice a positive influence on diversity. In doing so, he emphasises the pivotal role of cultural work-life support within organisations. Other advantages in establishing WLB programmes, for both employees and employers, are stated by Ollier-Mallatere Drawing on employee interviews in a multinational pharmaceutical company, she has found that work-life and resilience initiatives affect outcomes like loyalty, pride and appreciation in a positive way. Conversely, she highlights observed negative outcomes such as disappointment, over-obligation to stay with the company or in some cases just indifference. Further, Kossek and Friede However, whether working long hours results in an increase of productivity is highly controversial. Golden , for example, shows that in many industries it even seems that shorter hours are associated with higher firm performance. In a more critical vein, Bloom et al. In this way Bloom et al. Moreover, there are arguments whether a high-commitment environment increases or diminishes the ability of employees to balance the needs of work and home-based activities. On the one hand, Hochschild argues that working in high-commitment workplaces tends to result in spending more time at work and less at home and creates consequently an imbalance between the two domains. This view is, however, strongly criticised by several researchers. In this context, they highlight primarily the positive impact of high-performance practices such as involvement in decisions, career development opportunities or informal training on work-life interface.