

Supporting Staff Who Work Remotely

In the latest State of the American Workplace survey conducted by Gallup, they found flex time and remote working opportunities play a major role in an employee's decision on whether to take or leave a job. The results of the survey also show that workplace flexibility continues to increase, with more than 40% of Americans saying they spend at least some of the time working remotely. People who work remotely said they're more productive because they have:



- Fewer distractions
- Fewer interruptions from coworkers
- Less stress from commuting
- Limited exposure to office politics

In order for remote working succeed, there must be a culture at your company that:

- Values trust
- Values effective leaders
- Values output
- Offers the needed technology

When your team works remotely, you'll lead or participate in virtual meetings. Here are a few ways to make them productive:

- Choose technology that's easy for everyone.
- Keep your agenda and handouts in one place.
- Make preparation and timeliness an expectation.

While working remotely helps your employees enjoy a better work-life balance, it's not without problems. Two risks your employees face when working remotely are burnout and loneliness. As a leader, there are steps you can take to help them. To help them avoid burnout:

- Check in with them on more than just their project updates.
- Be sensitive of their time.
- Reconsider what "high performing" means.
- Be an example.

To help them address loneliness:

- Offer optional in-office days once a month or once a quarter.
- Leverage video calls.
- Get to know each other.

Sources: hcamag.com/ca*, thriveworld.com*, hbr.org*, journals.sagepub.com*

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