

Manager Assessment – Example

Am I ...

- Contributing to a work environment supportive of work-life harmony, while meeting business needs?
- Working with performance managers to help them understand the need for and assess the feasibility of specific flexible work arrangements?
- Providing answers to questions about potential impact on pay or benefits associated with specific schedule changes?
- Collecting and sharing best practices and success stories; communicating lessons learned?
- Taking an active role in educating and guiding employees and department or performance managers as they discuss creating more flexibility in their work group?
- Helping employees think through potential impacts on their career development goals?
- Providing insight into creative ways that work-life conflict can be resolved?
- Facilitating brainstorming between performance managers and teams so they may consider as many options as possible?
- Making suggestions to leadership for the development of new guidelines, policies and practices that support flexibility?
- Helping define and monitor metrics of success?
- Suggesting ways that work processes could be redesigned or streamlined to achieve more flexibility or productivity?
- Serving as a resource for employees on eligibility issues and the practical application of specific flexible work arrangements?
- Counseling the employee about the logistics and practicalities of specific work options, helping to ensure their proposal is reasonable, logical and workable?
- Serving as an advocate on behalf of the employee and facilitating the implementation of the flexible work arrangement, once the proposal is accepted?