



Flexible Work Arrangements: Managing the Work-Family Boundary (Wiley Series in Work Well-Being & Stress)

Benjamin H. Gottlieb, E. Kevin Kelloway, Elizabeth J. Barham

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Dramatic changes in the composition of today's workforce combined with intense competitive pressures on employers, call for new ways of structuring where, when, and how employees accomplish their job responsibilities. This book makes the business case for flexible working in an organization, and shows how flexitime, job sharing, telecommuting, and compressed work weeks can be used as strategic management tools. Key features:

- * identifies ways flexible work arrangements can be designed to enhance the personal well-being and job performance of employees, while improving the corporate bottom line.

- * provides a comprehensive, systematic framework for planning and implementing flexible work arrangements, including handy questionnaire style forms assessing employee needs and evaluating the impacts of flexible job arrangements.

- * uses case studies and calls on advice from those with experience in diverse organizations in order to show how to position flexible work arrangements and optimize their beneficial effects.

Managers and HR managers should read this book if they are contemplating or embarking upon more flexible options for scheduling work and assisting employees to achieve a healthy balance between their jobs and the rest of their lives. It provides practical answers and how-to guidelines for designing a more flexible workplace.

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