

LCBB5004- **MANAGING PEOPLE**

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INTRODUCTION

- Flexible working offers a set of benefits to the both organisation and employees. Especially after the outbreak of Covid-19, almost each of organisations is finding numerous ways to offer flexible working to their employees (Austin et al., 2020).
- The main reason behind such is that it enhances productivity by also enhancing job satisfaction. The following presentation is also based on a similar aspect in which applications of flexible working in relation to inclusion and diversity will be discussed.
- In addition to this, the presentation will also be highlighting the role of human resources in enhancing workplace flexibility as well.



FLEXIBLE WORKING BENEFITS FOR THE ORGANISATION

- Flexible working is referred to as the practice to a non-traditional working arrangement that is taken into consideration in order to fulfill the need of an individual.
- This kind of practice involves work from like facilities as well.
- Some of the benefits of the same are that it assists the organisation in increasing the employee satisfaction level which also helps in maintaining the consumer retention rate (Wiatr, 2021).

5 benefits of flexible work



Reduce burnout



Prioritize families



Health and wellness



Boost productivity



Improve morale

FLEXIBLE WORKING BENEFITS FOR EMPLOYEE

- A flexible working facility allows employees to maintain an efficient work-life balance.
- In addition to the above, flexible working allows each of the employees to work in their own suitable environment. This also plays a major role in maintaining the efficiency of the work in the employees also (Rozlan and Subramaniam, 2020).
- Flexible working saves the extra expense of employees as well as it also facilitated more independence.



FLEXIBLE WORKING IN RELATION TO DIVERSITY AND INCLUSION

- A flexible working environment allows an organisation to diversify its employee base.
- Expansion, with the help of a flexible working environment, is also regarded as the easiest method for diversifying organisation processes (Chung and Van der Lippe, 2020).
- Flexible working enhances the work experience for the existing organisational employees.



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- This kind of feature enhances inclusion, diversity, and potential by also enhancing engagement and performance (Mirza, 2021).
- In the present time, there is a great demand for a well-designed work environment which is both accessible and inclusive in nature.



FLEXIBLE WORKING PRACTICES

- **Hybrid Working:** This kind of style involves employees or organisations bisecting their time of working on their own.
- **Complete Remote:** This kind of working environment only undertakes employees who work remotely.
- **Part-Time:** This working environment involves employees working for comparatively less time than other employees or workers do on the daily basis.



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- **Job Shares:** It is a unique style of working which involves assigning of work to more than one person. Here, all the people are assigned single work in which each of the employees is demanded to perform the same task.
- **Flextime:** This allows an employee to have more control over the beginning and the end of the day. Here, an employee is required to perform his or her part of the duty in a large space of time.



ROLE OF HUMAN RESOURCES IN PROMOTING DIVERSITY AND INCLUSION AT WORK THROUGH FLEXIBLE WORKING

- It is necessary for the human resource department to conduct an efficient and effective interview for each and every individual who is going to perform the organisational task from a remote place.
- The human resource department must also implement an effective strategy for diversity and inclusion.
- The HRM department also looks for the proper training and development of the personnel who is working on a flexible basis.



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- Implementing diversity and inclusion also holds the potential to assist in financial damages that occurred due to legislation breaches (Chung, 2020).
- The human resource department in the organisation is also liable for maintaining regular information regarding employees working remotely.
- In addition to this, they are also required to keep a check on the overall well-being of such a section of employees.



RECOMMENDATIONS

- It is necessarily required for an organisation to explain flexible working to employees and every inline manager.
- Flexible working policies must be in line with organisational purposes.
- Working hours for remotely working employees must be set accordingly. Here, the best strategy for managing working hours of remotely mentioned in the above discussion can be taken into use.

RECOMMENDATIONS

- Flexible hours of work must be taken into use, while the organisation works on new talent.
- Constant review of the reward system and employee benefits must be taken into consideration.
- Establishing proper connections with employees working remotely is also necessary.



CONCLUSION

- The presentation based on flexible working in relation to diversity and inclusion at the workplace has identified various applications of the feature offered by the organisation.
- Hence, on the basis of discussed topic, it can be added that, allowing employees to work flexibly is favorable for both organisation and the employees.
- From flexible working, an employee achieves an ability to maintain an effective work-life balance, while an organisation experienced a high rate of employee retention rate.

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