



## HR ELEMENTS®



### HR & EMPLOYEE BENEFITS NEWSLETTER

## Stay HR Savvy with HR Elements®

Welcome to the UBA Partner Firm exclusive monthly newsletter, delivering insights into timely human resources and employee benefits topics.

HR Elements | July 2024

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Dear HR Manager,

My team is thinking about starting Soft Fridays to boost well-being and productivity. Do you have any tips to roll this out?

*– Interested in Soft Fridays*

Dear Interested in Soft Fridays,

“[Soft Fridays](#)” sounds like a great idea. Giving employees the flexibility to choose how they work on Fridays can reduce stress and burnout and improve job satisfaction. Here’s how you can effectively introduce this concept to your team.

### Set Clear Boundaries

Document and communicate expectations and boundaries to help maximize the benefits of this initiative. Team members need to be transparent about their availability on Soft Fridays and the possible impact on project timelines and deadlines.

## Create a Flexible Culture

Promote a culture that values flexibility and well-being. Encourage employees to use their flexible Fridays without fear of judgment. Managers should also participate in Soft Fridays to set a good example and show the organization's commitment to employee well-being.

## Provide Autonomy

Let employees decide how they spend their Fridays. Whether it's working from home, starting later, or having no meetings, giving them control over their schedule can really boost morale and productivity.

Implementing Soft Fridays can make a big difference in work-life balance, productivity, and overall job satisfaction. It's a small change, but it can have a significant impact.

Best of luck introducing this increasingly popular employee benefit!

*- HR Manager*

## Workplace Culture | Embracing Generational Diversity

Effective communication is essential for embracing generational diversity and fostering inclusive workplaces. Recognizing that [personality differences, rather than age, often drive workplace conflicts](#) can help improve communication and collaboration.

Studies show that paying attention to individual personalities and preferences can boost team cohesion and performance. A [LinkedIn study](#) found that 70% of Gen Zs believe better communication could enhance workplace productivity, learning opportunities, and team morale.

Here's how you can effectively integrate generational diversity in the workplace.

## Promote Open Communication

Create a workplace culture that [values open dialogue and mutual respect](#). Encourage team members to share their communication preferences, recognizing that different generations may have varying methods they prefer. Set clear expectations and foster a culture of understanding to enhance team effectiveness. Lead by example by engaging with employees of all generations using their preferred communication methods.

## Encourage Flexibility

Respect individual differences by providing guidelines and using collaboration tools like instant messaging, video calls, and project management software. Offer resources and training on effective communication techniques, encouraging employees to share best practices and learn from each other.

## Measure and Share Success

Regularly assess the impact of your communication strategies on employee engagement, productivity, and well-being. Use surveys and feedback to gather insights and make necessary adjustments. Share success stories and

data with your team to highlight the positive outcomes and reinforce the value of effective communication in a diverse workplace.

Implementing strategies to enhance communication can significantly improve the management of generational diversity, boosting productivity and job satisfaction. Prioritizing clear and respectful communication enables your team to achieve better results and a more cohesive and efficient work environment.

## Employee Benefits | Upskilling Managers for Conflict Resolution

Managers often need to handle workplace disputes to keep productivity and employee well-being on track. With conflicts on the rise, it's crucial to train managers in conflict resolution.

### Recognizing the Need

Conflicts are escalating due to geopolitical issues, labor strikes, climate change, and DEI efforts. A [2023 Gartner survey](#) found that 57% of managers feel responsible for managing team conflicts, yet many would benefit from proper training. Effective conflict resolution can improve workplace dynamics and productivity.

Unresolved conflict has significant financial and emotional costs. A [CPP Global study](#) found that 85% of employees experience conflict, with 29% facing it constantly. Upskilled managers can reduce these costs by effectively managing conflicts.

### Addressing the Need

Instead of avoiding conflict, managers should see disputes as growth opportunities. Teaching employees to approach conflicts pragmatically and find mutually beneficial solutions fosters innovation and problem-solving. Use instant messaging and video conferencing to facilitate communication and resolve misunderstandings quickly. Regular training ensures all team members are comfortable with these tools.

Managers must encourage clear, non-judgmental communication. Setting a positive example and valuing open dialogue can prevent conflicts from escalating. Comprehensive conflict resolution training, including workshops and coaching, is essential. Recognizing and rewarding effective conflict management further incentivizes these practices.

Effective conflict resolution is vital for maintaining a healthy and productive work environment. This proactive approach minimizes disruptions and enhances overall team morale and collaboration. By investing in manager training, leaders are better equipped to handle disputes, fostering a supportive and cohesive workplace that attracts and retains top talent.

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