Home & remote working

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Essentials

Forced by the global Covid-19 pandemic, many companies rely on home working. Some of them have introduced remote working already long ago. These organisations stand a great chance to continue operations seamlessly today.

Here we want to share some tips and tricks in case home working is new for you. Maybe you'll discover like our clients that remote working can be the foundation of more flexible, swift organisations - and a strategic advantage in the long run when things are back to normal.

Create focus

External generated involuntary distractions severely limit the ability to perform complex or novel tasks.

SPEIER, VESSEY, VALACICH 2003
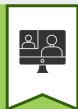
Clearly define when you work and when you don't. Work out a schedule and inform your family or flatmates about it.

Always work at a dedicated desk. Or put your work stuff away when you're not working.

Stay in touch

Regular contact with colleagues maintains or improves knowledge sharing.

ALLEN, HENN 2007

Synchronize core working times.

Organize regular official and casual check-ins.

We are happy to support you with introducing and training flexible working models also in your organisation.

Remote working is more than 'just' not working in the office. It requires different working routines and leadership styles for employees and leaders.

Employees gain more control over when and where they work but also need to take on more responsibility for their tasks. Leaders get a resilient, motivated team, but need to delegate responsibility.

Below are a few simple tips and tricks that proofed useful in our transformation projects.

Leaders:
Delegate and enable

Stay in touch with your team. Set up a daily routine to talk with all your team members.

Adopt the role of a sports coach: The players play the game, you influence with feedback from the sideline.

Start offering support, stop controlling progress. Ask your team members: What do you need from me so that you can overcome obstacles?

Employees:
Truly own your job

Remote working increases employee responsibility.

Be active and reach out to colleagues. Don't wait for requests.

Separate work and leisure as much as possible.

Advantages of remote working models

- Better job performance & higher motivation in the long run (e.g. Van der Meulen 2016)
- Increased resiliency for crises
- Combination of office and remote working results in best employee health compared to traditional open space offices (Bodin Daniellson, Bodin 2008)

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