

A Publication of D. Gallant Management Associates

Benefits of Achieving Work-Life Balance

Balancing work and home life is a growing concern for both employers and employees. The various roles we occupy as parents, partners and employees or employers bring with them different obligations which need to be reconciled. Balancing work, family and lifestyle commitments is often difficult and sometimes the different demands can be overwhelming and incompatible. The result in the workplace can be that employees:

- * are less productive
- * are absent more often, or for longer
- * disguise the real reasons for their absence
- * have lower levels of morale
- * are more stressed
- * are more likely to leave a workplace that is unsupportive of work-life balance issues.

Helping individuals and families achieve a balance between their work, family and lifestyle commitments by introducing work-life balance policies (i.e. policies that help people meet the needs of their work life and personal life) can provide benefits for both employees and employers.

There are several benefits to encouraging your employees to achieve a healthy work/life balance. A new survey finds there is a strong relationship between work-life balance and positive ethical behaviors at work. The survey, conducted by Harris Interactive on behalf of Deloitte & Touche USA, also showed that the top factors for promoting ethical behavior in the workplace are not only the behavior of management and direct supervisors, but also the positive reinforcement of ethical behaviors. “In the competitive environment to attract and retain talent, it is imperative that employers provide employees with the means to attain a healthy work-life balance,”

said Sharon L. Allen, chairman of the board at Deloitte & Touche USA. “This is not only key to job satisfaction and retaining your most valued employees, but it is also crucial in fostering an ethical workplace culture.”



Ninety-one percent of all employed adults agreed that workers are more likely to behave ethically at work when they have a good work-life balance.

www.deloitte.com

When you think about it, if someone invests all of their time and energy into their jobs, it may have the unintended consequence of making them dependent on their jobs for everything – including personal self-worth. This makes it even harder for employees to make a good choice when faced with an ethical dilemma if they believe it will impact their professional success. Sixty percent of employed adults surveyed think that job dissatisfaction is a leading reason why people make unethical decisions at work and more than half of workers ranked a flexible work schedule among the top three factors leading to job satisfaction, second only to compensation.

*Excerpted from deloitte.com and reproduced in *Workspan* 06/07*

Are You Registered to take the December 2007 HRCI SPHR/PHR Certification Exam?

Then you can't miss this course!



Deborah Gallant, SPHR has been in your shoes!
She knows exactly how you need to prepare for this intensive 250 question, 4-hour long exam, covering six topic areas of HR.

Mark your calendars: D. Gallant Management Associates is now offering a PHR/SPHR Certification Preparation Course during eight 2-hour sessions on Tuesdays in Portland this Fall for those interested in being truly prepared for their exam.

Course Schedule & Agenda: (4:00 – 6:00 pm Tuesdays)

September 11th – Introduction
September 18th – Strategic Management
September 25th – Workforce Planning & Employment
October 2nd – Human Resource Development
*** MID-TERM STUDY & PRACTICE EXAM – 3 WEEKS ***
October 30th – Total Rewards Compensation & Benefits
November 6th – Employee & Labor Relations
November 13th – Risk Management, Occupational Health, Safety & Security
November 20th – Wrap-Up

Deborah Gallant has designed program materials specifically to review every facet of the HRCI exam utilizing the most recent version of the SHRM Learning System.

The cost of this program is set at \$400.00 per participant, plus the additional fee of \$85.00 for the program materials.

Be prepared. Don't regret not taking this course!

*Contact our office anytime at 207-773-4800
to register or for more information.*

More Companies Put Money Where the Performance Is:

*Studies show pay for performance
is growing in popularity.*

Pay for performance is growing in popularity, as the number of workers whose companies pay based only on merit rose from 35 percent in 2006 to 41 percent in 2007. However, employers often fail to effectively communicate or implement these programs company-wide according to a recent study.

Source: ISHRP & Workspan

THERE'S STILL TIME!

“Developing the Service Edge”

*A Basic Customer Service
Skills Program*

**August 16, 2007
9:00 a.m. to Noon**

This customer relations course emphasizes the **practical skills** and methods that your employees can put to immediate use in the workplace to **improve their effectiveness with customers.**

*Call Lindsay Strang at
(207) 773-4800
for more details!*

**Only \$85 per
Attendee!**

Revised EEO-1 Requirement Deadline Near

Are you ready to file on September 30th?

The deadline—Sept. 30, 2007—is looming for employers that must file the revised EEO-1 reports with the Equal Employment Opportunity Commission (EEOC). The annual EEO-1 report, which describes the ethnic and racial makeup of your workforce, has been significantly revised. The first revised report is due September 30.

Employers that must complete the reports should give particular attention to the new categories for race and ethnicity. The reporting obligation applies to private companies with 100 or more workers, as well as federal contractors with 50 or more workers and \$50,000 or more in government contracts.

