

Title of Paper: **Contemporary Issue Management Report Part B: Work-Life Balance**

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## PART B: MGMT-8761 –Contemporary Issue Report

**1. Introduction:** Our Topic is on Work-Life Balance; “The explanation of Work-Life Balance can be given as the balance between managing and prioritizing personal life as well as professional life responsibilities to have a good standard of living. This will help in reducing stress and struggles. Work-life balance is a must and necessary to maintain health and well-being physically, mentally, socially, and workwise too for better outcomes such as productivity. Organizations that have employees who handle their personal life, family, friends, and social can have better outcomes at work.” (Bonifacio, 2024)

**Example:** “Allowing employees to work remotely, allows employees to save time in traveling, which they can use in managing and prioritizing their personal, health, mental, physical, and social life. Allowing work from remote will address employee's job satisfaction and improve mental health and other benefits of it. The organization will be beneficial by reducing the cost of space occupancy by employees.” (*5 Common Work-Life Balance Examples*, n.d.)

“The contemporary issues faced in organizations regarding work-life balance can be defined as employees facing increasing stress levels, burnout, lower job satisfaction, less productivity, unavailability at workplaces, and quitting jobs. In the end, it impacts the organization and employees' work.” (Bonifacio, 2024)

“Issues faced at different levels of leaders in an organization in different ways such as

**Director →** Are the key decision makers of the organization that impact the working environment.

Example: Decision to allow employees to work remotely with productivity.

**CFO →** Handling financial benefits of the organization and its employees.

Example: Chief financial officer declaring monetary benefits to the employees at every quarter such as giving bonus on their quarterly performances.

**CEO →** Taking key decisions like improving work life by paid leaves for balancing and relaxing personal life.

Example: Giving vacation to employees with family and friends by organization or providing health benefits to individuals.

**Project Manager →** Motivating and encouraging employees to achieve deadlines without impacting productivity between work and personal life.

Example: Giving certification vouchers to learn new skills and certify with better knowledge to perform the best which helps organizations to achieve new heights.

The concept of issues faced in behavioral and individual leadership are different ways, in behavioral leadership, some leaders are task-oriented, whereas some are people-oriented. In this, managers have to follow traits that are recognized by their colleagues and teammates so they can identify areas where they can improve. As an issue, Behavioural leaders have a dislike with people they work with. Some Leaders follow

individual leadership where they interact with higher order managers and employees above them and then they take decisions accordingly.” (Kau, 2024, Module 2, Slide 10)

**Conclusion:** Managing work like balance is important and most essential part of an organization. This helps at all the level to address the concern, stressed life, struggles, It uses different approaches to handle in different ways.

**2. Leadership Analysis:** The Appropriate leadership style necessary to manage the Work Life Balance issue is **Transformational Leadership**.

“As a work life balance, Transformational leadership helps to develop strategies with future vision, which helps in planning to achieve the aim and goal. Communicating with vision helps to clarify what the organization is heading up to and what they want to achieve from the current state to the achievement state rather than keeping it secret. Vision should be structured, which helps leaders with the right mindset as it will motivate employees to do what they want to rather than being dependent on anyone. At last, is building commitment of how to have better work-life balance vision in an organization.” (Kau, 2024, Module 6, Slide 11)

The Key Transformational leadership Attributes are being **humble** with everyone for any work, meetings, events and other places. **Self-manage** to perform well in their own work styles, Inspire others and be an **inspiration** by others' good works, Analyse and evaluate **risk assessment** before any actions that impact the workings of an organization, **adapt** new approaches with **new ideas**, discuss with leaders and member for **better vision** and better outcomes.” (Kau, 2024, Module 6, Slide 11)

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	<b>Our Style</b>	<b>Transactional Leadership</b>	<b>Transformational Leadership</b>
<b>Idealized Influence</b>	efforts, actions, and results are taken into consideration	Task completion matters more than hard work	Right behaviors are taken into consideration like hard work
<b>Inspirational Motivation</b>	Honest with vision and ethical decisions are considered without political influence. bonus, leaves are given to employees for managing work-life balance	Employees are given rewards to balance their work-life	Moral and ethical decisions are given more priority
<b>Intellectual Stimulation</b>	New changes are adapted with new thinking	Traditional thinking and sets of rules are preferred	Prefer making rules to have unique thinking

<b>Individualized Consideration</b>	meetings, discussions, relationships matter to everyone	motivation and simulation is zero in this consideration	Depends on followers need like interactions and relationships with colleagues.
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“ (Kau, 2024, Module 6, Slide 12)

### “Idealize Influence Examples

Strength: With respect and trust towards the culture and encouraging employees help employees to build positive attitudes and work around.

Weakness: If the leader fails to do so, then looking at leaders, their followers get demotivated; this can happen due to heavy workload.” (Kau, 2024, Module 6, Slide 12)

### “Inspirational Motivation Examples

Strength: Giving work to employees with meaningful goals, aims and encouraging them to spend time themselves and reducing stress.

Weakness: The absence of employees in the work environment will lead to demotivation, like not able to pay attention to the given work or unable to meet the deadlines.” (Kau, 2024, Module 6, Slide 12)

### “Intellectual Stimulation Examples

Strength: Giving flexibility to employees like remote work, and flexible work times which helps to manage work as per their work times

Weakness: This will affect team members, everyone being available at the same time for any discussions.” (Kau, 2024, Module 6, Slide 12)

### “Individualized Consideration Examples

Strength: Discussing individualized employees achievement, success, how they overcome challenges and so on.

Weakness: Employees might not be comfortable to discuss or provide time for discussion or not motivated may be due to peer pressure.

” (Kau, 2024, Module 6, Slide 12)

## 3. Proposed Solution: Transformational Leadership Plan for Work-life Balance

- Using transformational leadership`s capabilities, here is a systematic method for developing a process to address work-life balance in an organization. This method takes advantage of the characteristics of empathy, empowerment, and inclusivity while incorporating these practices into the organizational culture.

### 1. Flexible work culture

Establish rules such as remote work, flexible hours, and reduced workweeks to provide employees more choice over their schedules.

### How to implement it in the organization?

- To test the effectiveness of flexible work arrangements, pilot them in departments with various needs.
- This will result in an improvement in job satisfaction among employees and increase productivity.

#### 2. Define a vision of work-life balance

Create a clear and appealing vision that emphasizes work-life balance as a core corporate goal. Use this vision to support the organization's mission and long-term goals. (Kau, 2024, Module 11, Slide 14)

### How to implement it in the organization?

- Conduct a workshop to get employee feedback on work-life difficulties and goals
- Create and disseminate a statement of commitment to work-life balance at all levels of the
- Including work-life balance in the culture indicates concern for employees' of belonging and loyalty.

#### 3. Always celebrate success

- Recognize always team accomplishments to foster a culture of gratitude.

### How to implement it in the organization?

- Create monthly recognition programs to highlight contributions.
- Associate recognition with adherence to work-life balance ideals such as teamwork and creativity.

This plan, based on transformational leadership ideas, integrates work-life balance into the organization's fabric, creating a sustainable and supportive work environment (Kau, 2024, Module 11, Slide 18)

#### 4. Implementation Plan:

##### Procedure of Plan Implementation

Defining Vision → explaining the benefits of work-life balance while working in the organization through training, meetings, notifications, and announcements.

Gathering Feedback, Surveys → collecting the views and observations from employees through employees feedback and surveys and apply changes based on that.

Implement on department → To observe the reactions, challenges and behavior of the employees based on new changes.

Evaluation → On feedback collection and changes done on that basis, check if we have improvements and benefits for the organization and its employee's interaction.

## **How plan will be communicated in the Organization?**

The plan can be communicated across the organization by sending the announcement through **email to individuals, teams, through other stakeholders, events, and gatherings**. Team meetings on a departmental basis can convey and explain the aim of adapting the new plan. Specifying the level of how it will be implemented based on stages. From manager to ground-level employees. **Creating interactive forum** to make changes or overcome the traditional approach or work life being practiced in an organization.

## **WHO will be involved and WHY**

### Managers

They can explain to their team members how to accept the new implementation plan and discuss the concerns of the individual employees.

The reason why managers, because they handle daily activities and they can observe the changes happening of new implementations.

### Employees

They are the one who gives feedback and adapts to the changes in daily workings.

The reason why employees, because they are main to achieve stability and work life balance which benefits individuals and the organization.

### HR

They maintain policies and discussions with employees, managers, and leaders, as well as help in tracking progress and maintaining policies in the organization.

The reason why HR is because they manage and observe how fairly and where it supports the employee's wellbeing.

## **Timeline of plan implementation**

Week 1: Publishing Communication to the employees through emails, training, events, meetings, etc.

Week 2: Conducting surveys and feedback from individuals, departments, and experts and taking action on it.

Week 3: For Organization-wide rollout, define the process and stages of plan implementation and open a discussion forum for suggestions and challenges faced.

Week 4: HR and leaders monitoring the outcome of new implementation and celebrating the benefits of well-being of everyone.

**5. Measuring Success:** How, when, and Why the organization will measure the effectiveness of the new process are as followed:

It can be measured at regular intervals, such as in Quarterly performance, yearly appraisals, review meetings, Surveys, Feedback, events, MCQs, ratings and discussion forums, and questionnaires. (Brackett & Brackett, 2020)

The reason why to measure success is to gather the effectiveness and recognition of the plan in the organization. It will capture the current work life practiced by employees and members in the organization. It will also capture the individuals mental, social, physical life balance. Based on this captures it will help to make further changes in the plan and take actions in the organization. (Brackett & Brackett, 2020)

The most effective type of evaluation will be used and its reason of why: **Questionnaire**

The questionnaire helps in measuring the satisfaction level in terms of behavioral as well as numerical measures. The questionnaire consists of weights on each question, rating such as good, satisfactory, or bad. The description provides justification for each level of rating. The number of questions ranges from 10 to 50, depending on the capturing strategies. (Brackett & Brackett, 2020)

### **Behavioral Measures**

**How and When:** Feedback, surveys that can be monthly, quarterly, half yearly, yearly

**Measures:** Managers, leaders and individuals, departmental responses, interactive forums.

**Why:** to check how employees are observing and accepting the change with work life in terms of stress, success and other parameters. (Brackett & Brackett, 2020)

### **Numerical Measures**

**How and When:** It can be checked Quarterly, half-yearly, and Yearly to observe the employee's arbitration rates and employees leaving the organization. Trainings attended by people

**Measures:** Performance Metrics(KPIs), appraisal, productivity.

**Why:** This helps to generate reports of success, change, growth, further needs to change the policies, and so on. (Brackett & Brackett, 2020)

## **6. Summary:**

The contemporary issue in organizations is Work-life balance, which is important and related to the current way of how employees people are managing their social, physical, mental, health, professional workload, and the stress in daily life to keep professionals and employees as assets of the organization. Managers, Executives, leaders, and higher management are trying to keep the organization's culture positive about their

work-life balance by bringing high productivity and better outcomes from each individual and department. The most approachable and best plan of implementation is to motivate, encourage, inspire, and promote the concept of work-life balance in the organization.

The plan used to measure the improving work-life balance is giving flexibility to employees in terms of finances, flexibility of work, having a clear vision of the organization, and recognition of employees' efforts, skills, and other accomplishments. This helps in measuring the success of plan implementation with different kinds of surveys, questionnaires, assessments, and so on.



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