



## **Return to Office**

Transitioning away from hybrid work arrangement to fully in-office schedule  
Effective September 2, 2025

### **FREQUENTLY ASKED QUESTIONS**

#### **1. Why are we returning to the office full-time?**

This decision aligns with our mission and values. It's not about productivity—it's about showing up for each other and for the communities we serve. In-person work strengthens collaboration, relationships, and our organizational culture.

#### **2. Will my role change with the return to the office?**

No, your role will remain the same unless otherwise communicated. We are returning to the office to restore some in-person interactions and activities, but job responsibilities and expectations will largely stay consistent with what they were before the transition to remote work and hybrid work schedule. Your manager will keep you updated if there are any changes specific to your role.

#### **3. I accepted my role under a hybrid model. Do I have options?**

We understand this shift may impact some Team Members differently. Please speak with your manager or HR about your specific circumstances. While five days in-office is our standard, we're committed to individualized support where appropriate.

#### **4. Will there be adjustments to pay or benefits to offset commuting or childcare costs?**

While there are no changes planned, we are aware of these concerns. We encourage you to reach out to HR if you have financial hardship related to the transition.

#### **5. Will there be any changes to my schedule or work hours?**

We are committed to providing flexibility. We understand that work-life balance is important, so if you need adjustments to your hours as things come up, please discuss this with your manager.

#### **6. What are the official office hours?**

Standard office hours remain 8:00 a.m. to 5:00 p.m. However, leaders may approve minor schedule variations depending on operational needs and individual circumstances.

#### **7. Will there be workspace options at the GRC for staff who live south?**

We're evaluating all office footprints, including potential use of the GRC. Due to ongoing space assessments and team consolidation plans, we cannot guarantee space for teams at this time—but it remains under review.

## **8. What support is available for transitioning back?**

You'll receive:

- Manager check-ins
- Access to HR for personal or logistical concerns
- Opportunities to provide feedback post-transition
- Support for ADA and personalized accommodations

## **9. How is the transition being rolled out?**

We've taken a phased approach:

- **April:** Senior Leaders returned
- **May–August:** Communication, prep, and feedback
- **September 2:** All staff return full-time

## **10. Where can I get updates and resources?**

Visit the internal portal for FAQs, policy updates, and resources. Regular email updates and team meetings will continue through the fall.

## **11. What if I have more questions?**

Reach out to your manager or [HR Business Partner](#). Your feedback is essential and appreciated.

Dated: April 17, 2025