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FIRM MANAGEMENT

5 Alternative Work Schedules to Replace Your 9-to-5 & Make Your Firm Happier

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Amy Vetter, CPA • Oct. 03, 2022



The clock is ticking for the 9-to-5 work schedule. Many workers have begun to demand more flexible work schedules. Those with families generally want the option of working from home at least one day a week. Employee morale is better when workers can work from home on their schedule, and employees who can work only part-time have struggled to find employers that will accommodate their schedule.

The reason is simple: businesses often fear what these changes could mean for workplace productivity and profitability. Here are five alternative work schedules that offer a range of options for both companies and their employees:

Core Hours

With core hours, a company chooses set days and times when all employees are expected to work, for example, 10 am-2 pm Monday-Thursday. Between those times, all employees are present in the office and working. They can schedule the rest of their hours for whenever works best for them. This is ideal for companies with a busy workload that requires teams to be together in one place at certain times. It also helps with team dynamics because everyone is present during core hours.

Flextime

Flex time allows employees to choose when they want to start their day as long as it doesn't interfere with critical deadlines or client needs. For example, if a staff member has regular client work later in the day, she shouldn't set her flex schedule so that she leaves early every day and misses crucial client opportunities.

Since flextime varies based on each individual's needs and preferences, it's ideal for those with other commitments outside work, such as children or elderly relatives who need caretaking during the day. Many firms offer this option to attract new talent because it appeals to many people looking for flexibility in their jobs.

Telecommuting

Telecommuting allows staff to work regularly from home or some other location outside of the office and is becoming increasingly popular with companies.

Employees can also choose to come into the office on a part-time basis. Firms can also set mandatory in-office days or times. The flexibility of this schedule allows a company to save money by not having to pay for space and equipment while at the same time giving employees more control over their schedule.

Telecommuting is an excellent way to achieve greater productivity while reducing your environmental impact. It also serves as an opportunity for employees to increase their skills by working independently on projects.

Compressed Workweek

A compressed work schedule allows employees to work a traditional 35-40 hour workweek less than the conventional number of workdays. For example, a full-time employee scheduled for 40 hours per week could work four 10-hour days instead of five 8-hour days. This arrangement can benefit both employers and employees by increasing productivity while reducing stress levels by providing more days off during the week.

Job Sharing

Job sharing is a flexible work arrangement in which two people work part-time schedules to complete the work one person would do in a single full-time job. The two employees share all responsibilities (including pay) and split the total hours. Each employee typically works half the full-time hours (for example, 20 hours per week).

Job sharing can benefit both employers and employees because it allows companies to retain experienced workers looking for greater work-life balance. Meanwhile, job sharers benefit from having more free time than they would if they worked alone on full-time duties.

It's important to mention that if your firm isn't yet ready for a shift in schedule, you don't have to implement a complete change the right way. Try implementing one of these alternatives on a trial basis and see how your staff and clients respond. By offering or at least considering alternatives, you could create a more positive and fulfilling work environment for your team that both sides can benefit from.

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