

RECOGNIZING YOUR CHANGING WORKFORCE

DURING THE COVID-19 PANDEMIC

Ten ways to stay connected, communicate, and recognize your “NEW” workforce:

1

ACKNOWLEDGE their concerns. Companies should keep them apprised of the latest recommendations from national health authorities, and share good news as well.

2

EMPATHIZE WITH THE TRANSITION.

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3

KEEP THE LINES OF COMMUNICATION OPEN.

Messaging and chat programs make it easy for remote employees to ask questions and stay connected.

4

PROVIDE FOR THEIR WORK NEEDS.

Make sure they have the equipment and software necessary to connect and perform their duties from home.

5

HAVE VIRTUAL MEETINGS. Use video conferencing apps to have virtual meetings, to engage teams and get caught up on the latest activities.

6

ENCOURAGE CONVERSATION.

Isolation can make workers less productive. Work from home employees can reach out to their peers by phone or video chat to see how each other is doing, and support anyone who is struggling.

7

HIGHLIGHT THE BENEFITS of telecommuting. From fewer interruptions, to saving time on the lack of commute, remote workers often feel less stress than their in-office counterparts.

8

PROMOTE ONLINE CLASSES. Encourage them to keep learning through your own system, or through publicly available courses. LinkedIn Learning and Udemy are two examples, and multiple sites are offering free classes. Recognize their initiative and new knowledge.

9

DON'T FORGET your usual celebrations. You can have a virtual party or happy hour via video conferencing, use e-cards or video recordings, to recognize birthdays and anniversaries and build team loyalty.

10

COMMUNICATE REGULARLY. Keep your weekly team meeting schedule to share the latest updates and recognitions, as well as to set goals. Keep your virtual employees from being ignored.

