

# Work Life Balance Resources



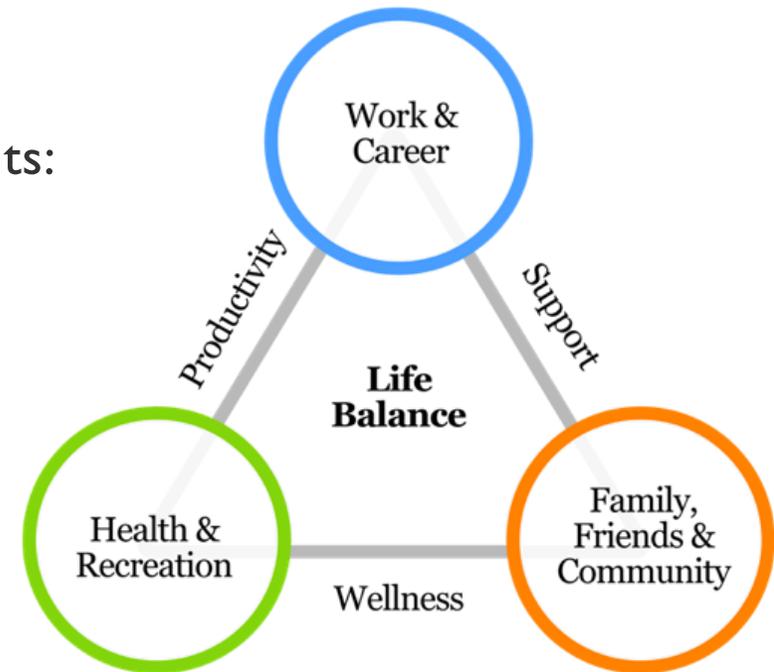
# What is Work Life Balance?

Work life balance describes the relationship between work commitments and life commitments, and how they impact on one another.

Success in achieving work life balance will differ for each person and may alter over time as family circumstances and personal commitments change.

It is useful to breakdown work life balance into three elements:

- Work and career
- Family, friends and community
- Health and recreation



# What are the Benefits?

In a world of 24/7 connectivity, the lines between work and personal life are becoming increasingly blurred. Employees who are able to balance their work, family and life commitments have been shown to be happier in their job and are more likely to stay with their employer.

Positive outcomes for both employers and employees are wide ranging –

*‘Improved financial performance; attraction and retention of the best talent; greater diversity and inclusion; improved engagement and productivity; reduced absenteeism and costs; compliance with legislation’*

Source: [seventeenthundred.com.au](http://seventeenthundred.com.au)

## Employer Benefits

- reduced staff turnover
- lower recruitment and training costs, due to decreased turnover
- reduced absenteeism due to higher levels of well being
- gaining a reputation as a good employer or an employer of choice
- improved ability to attract staff
- reduced stress levels amongst staff
- improved morale and job satisfaction
- greater staff loyalty and commitment
- improved productivity

## Employee Benefits

- reduction in the impact of work on home/family life and vice versa
- reduced stress levels and higher levels of well being
- control over time management in meeting work-life commitments
- autonomy to make decisions regarding work-life balance
- increased focus, motivation and job satisfaction knowing both family and work commitments are being met
- increased job security, knowing the organisation understands and supports family responsibilities

# Business Case for Work Life Balance

*‘Organisations that recognise the importance of implementing work-life balance initiatives will benefit from a more engaged, productive and loyal workforce.’*

Source: [seventeenhundred.com.au](http://seventeenhundred.com.au)

## Resources Outlining the Business Case for Work Life Balance

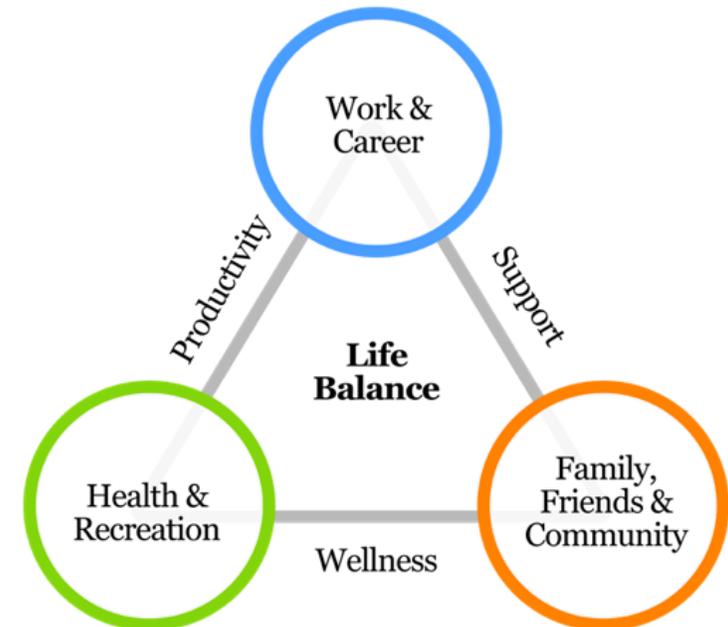
- The Business Case for Work Life Balance – Seventeenhundred.com.au  
[seventeenhundred.com.au/1700stores/\\_images/SH\\_business%20case.pdf](http://seventeenhundred.com.au/1700stores/_images/SH_business%20case.pdf)
- Flexibility at Work – Professionals Australia Blog [professionalsaustralia.org.au/blog/flexibility-at-work-the-business-case/](http://professionalsaustralia.org.au/blog/flexibility-at-work-the-business-case/)
- Business Council of Australia – The Business Case for Work/Life Strategies [bca.com.au/media/the-business-case-for-work-life-strategies](http://bca.com.au/media/the-business-case-for-work-life-strategies)
- Hudson – The Business Case for Work Life Balance [au.hudson.com/Portals/AU/documents/Hudson2020\\_Work-Life.pdf](http://au.hudson.com/Portals/AU/documents/Hudson2020_Work-Life.pdf)
- University of South Australia – Centre for Work and Life – Case Studies of Work Life Innovation  
[w3.unisa.edu.au/hawkeinstitute/cwl/documents/case-studies.pdf](http://w3.unisa.edu.au/hawkeinstitute/cwl/documents/case-studies.pdf)

# Workplace Strategies

Workplace strategies supporting a positive work life balance will differ depending on the size, type of organisation and workforce profile. However there are key activities which can guide the development of your strategy:

## Work and Career

- Creation of a life balance culture – where best practice work life balance is modelled from the top of the organisation
- Life Balance Policies and Guidelines – which detail the organisation's commitment to creating a best practice work life balance workplace



# Workplace Strategies

## Family, Friends and Community

- Flexible work practices – flexible working hours to allow for family and personal responsibilities without disadvantage
- Life Balance Surveys – that identify employee needs and their awareness and knowledge of flexible work options

## Health and Recreation

- Health and Wellbeing Programs – improving the overall physical and mental health of employees and encourage active lifestyles
- Learning and Development Programs – that build resilience, develop stress management techniques and create awareness of self-management strategies

# Workplace Strategies - Resources

## **Achieving Work Life Balance** - Health Western Australia

A publication outlining essential management actions for assisting employees achieve a better balance between work, family and life commitments. [health.wa.gov.au/worklifebalance/docs/Retention.pdf](http://health.wa.gov.au/worklifebalance/docs/Retention.pdf)

## **Workplace Health in Australia, Best Practice Guidelines** The Health and Productivity Institute of Australia

A comprehensive set of guiding principles to support Best Practice Workplace Health interventions in the Australian setting <http://www.workplacehealth.org.au/UnderstandWorkplaceHealth/best-practice-guidelines>

## **Workplaces that Work HR Toolkit** - The HR Council

A Canadian website which provides step by step guidance in implementing work life balance initiatives. [hrcouncil.ca/hr-toolkit/workplaces-health-safety.cfm](http://hrcouncil.ca/hr-toolkit/workplaces-health-safety.cfm)

## **Healthy Workers Initiative** – Australian Government, Department of Health

This website is designed for employers and includes a range of information and resources to assist with making workplaces healthier. <http://www.healthyworkers.gov.au/>

# Additional Resources

## Tasmanian Government Resources

**Skills Tasmania** – Providing support, advice and opportunities to meet the needs of Tasmanians and our industries ([skills.tas.gov.au](http://skills.tas.gov.au))

**Worksafe Tasmania** – Health, Safety and Wellbeing templates and tools ([worksafe.tas.gov.au/resources](http://worksafe.tas.gov.au/resources))

**Betterwork Tasmania** – Online hub for Health, Safety and Wellbeing ([betterwork.tas.gov.au](http://betterwork.tas.gov.au))

## Online Resources

**Australian Work Life Index** – A national survey of work-life outcomes: [unisa.edu.au/research](http://unisa.edu.au/research)

**TED.com** – Nigel Marsh speaks passionately on ‘work-life balance’ - and defining it for yourself: [ted.com](http://ted.com)

**OECD Better Life Index** – [oecdbetterlifeindex.org](http://oecdbetterlifeindex.org)

## Research Articles

- [Work-life balance: How does Australia compare?](#)
- [Work-life balance – A NZ approach](#)
- [Seek Learning – Defining Work-Life Balance Report](#)
- [Work-life balance is getting worse for Australians](#)