

Being a better boss: Ways to support work-life balance



Encourage breaks

Ensure team members don't have to carry work home. And encourage them to unplug when they're on vacation or during weekends.



Provide social support

Encourage team building activities that build rapport. Also organise social events that allow team members to relax, socialise and engage in fun activities.



Check-in regularly

Talk to direct reports to find out how they're coping with their responsibilities. Check-in to see if they're not overwhelmed or taken on more than they can manage.



Offer flexible work schedules

Allow team members to choose how, where and when they work. This enhances productivity and also gives them the freedom to manage family commitments.



Support parents

Have a flexible work policy for parents that allows them to take time off to spend more time with their children.



Host family events

Include family in some social events where everyone can socialise, meet, and spend time together.



Lead by example

Allow time-outs, reduce packed schedules or back-to-back meetings, and ensure there are no unmanageable deadlines that need team members to work after office hours.



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