As remote and hybrid working is becoming the “new norm” for many SOM clinical research teams, it is important to find team-oriented solutions that encourage employee productivity and growth.

**UNC-CH Flexible Work Options Playbook**

UNC-CH Operational Excellence, Human Resources and Equal Opportunity and Compliance, and Finance and Operations have partnered on the UNC-CH “Future of Work” project to re-imagine work at UNC. As part of this project, a playbook was developed to provide supervisors and employees with resources to navigate creating and supporting flexible working options. The playbook includes three sections:

- Decision-making Framework: Guidance for supervisors and employees about work location options and processes for approval
- Implementation Resources: Resources to help supervisors and employees successfully implement flexible work arrangements and connect with their teams
- Appendix: Includes a glossary, relevant policies, and work location form examples.

The playbook also links to various training resources focused on managing virtual teams, building connection and engagement in virtual teams, and other related topics.

Take a moment to review this valuable resource and ensure an exceptional employee experience for your teams!