telework

MYTH vs. REALITY

Telework is a strategic business tool that can increase employee engagement and productivity, help agencies recruit and retain top talent, reduce organizational costs, and allow for continuity of operations during emergencies. To achieve these benefits, telework requires commitment from employees, managers, and senior leaders. This infographic shatters common telework myths and provides tips to help build a healthy, flexible work environment.

MYTH

Teleworkers are out of sight, out of mind.





REALITY

With modern technology, teleworkers can share seamless. communication with their office and customers, at all times. Managers may need to shift their focus from monitoring employee visibility to the completion of work products. And teleworkers can help by ensuring managers and co-workers know their schedules, how to reach them, and how

customers are being handled.

MYTH

Managers should not telework.





REALITY

Managers and supervisors must be committed to using telework to the fullest extent possible for Federal telework programs to succeed. Leaders who telework drive positive change within their organization's culture and can model successful telework strategies that employees are likely to adopt.

MYTH

Federal

teleworkers are typically women with school-aged children or millennials.



REALITY

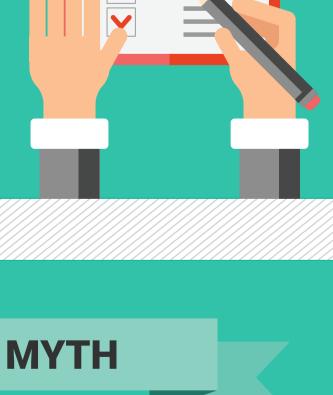
Employees Viewpoint Survey (FEVS) show that men represent a slightly higher percentage of teleworkers (51%) versus women (49%) and suggest that men are just as likely as women to seek workplace flexibilities to manage their work, family, and personal responsibilities. The FEVS results also reveal the typical Federal teleworker is a slightly older, non-supervisor with fairly stable employment tenure in the same agency.

Surprise! Results of the Federal

People who

MYTH

telework are lazy and unproductive.



REALITY

likely to take time off of work. Telework is also a flexibility that top performers often value. An agency could lose top talent by not having a culture supportive of telework.

Research shows that teleworkers

are more productive and less

Telework

negatively affects employee and team morale.



Telework can improve morale by giving employees a greater sense

REALITY

of autonomy over how they complete their work. Teams should utilize available technology to keep the lines of communication open between teleworkers and non-teleworkers and create opportunities for face-to-face interactions. The not committed to their work or agency can be combated by

perception that teleworkers are leadership and internal communications campaigns.

down barriers to telework in the Federal Government

Visit Telework.gov/CommonMyths to learn more about breaking



https://www.opm.gov/CCLContact/

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