



JOB SHARING

Job sharing is a flexible work arrangement that generally entails two (or more) people performing a job that is normally done by a single person in a full time position. Even though job sharing has been around since the 1980's, it is a concept that has not been broadly applied in Australian workplaces.



Job sharing can be seen by employers as difficult to implement and difficult to manage, meaning it is unlikely for you to see a job-sharing position being advertised. It's far more likely to be considered as an option when requested by an existing employee or employees.

The key to making job sharing successful is planning. The workers sharing the role need to be well matched and able to work well together with established communications mechanisms to ensure seamless delivery. With more workers looking for secure, challenging, part-time options, it's a positive solution that enables people to re-enter the workforce with the flexibility they need.

Benefits Of Job Sharing For Employers

- Broader Skillset**
With two (or more) people sharing a position, the job sharers bring their unique talents and perspectives to the role.
- Business Agility**
Having two people in sharing the duties of one full-time role may allow temporary or more permanent expansion or contraction of the hours worked by each party, depending on the needs of the business.
- Productivity**
Workers will naturally support each other within the role. By working fewer hours each, the combined team is fresher and this could translate into increased productivity.
- Employee Recruitment**
Job sharing can help employers keep valuable workers who desire a reduction in their total hours, potentially reducing recruitment and training costs.
- Stimulating Workplace**
The addition of an extra personality with a position can add a different dimension to the workplace and provide additional stimulation for everyone.
- Employee Pressure**
Allowing a staff member to change a role to part-time when the role is complex, stressful and/or a senior position, can be a recipe for disaster. However, allowing it to be performed in a job sharing arrangement, might increase it's chance of success.

Benefits Of Job Sharing For Employees

- ✓ **Shared Responsibility**
"Two heads are better than one" so the saying goes and it may well apply to job sharing where the responsibility is shared and stress potentially reduced.
- ✓ **Additional Skills**
By having two sets of skills that complement each other, it enables both to not only utilise each other's skills, but to learn from each other as well.
- ✓ **Unusual Schedules**
Some staff's needs just don't fit the "norm", however they are just as capable and eager to work as the next person. Job sharing could be a way of accommodating these needs.
- ✓ **Work Backlog**
Work doesn't build up because there is always one person covering the position, even for annual or sick leave.
- ✓ **Contact Hours**
Sharing a job allows an employee to reduce their hours while retaining grade and status, something not often possible by simply making a role part-time.
- ✓ **Supervision**
Often job sharers require less supervision, support and management than others, especially if they are responsible for making the arrangement work.



Glossary of Terms

- **Full-time position:** at least 40 hours worked per week.
- **Part-time:** a job that has less hours than a full-time position.
- **Work sharing:** another term used for job sharing.

While "school hours" are at the centre of every parent's world, a school hours, part-time or casual role will only suit some, with many more wanting or needing a full-time role with flexibility. Job sharing is a flexible working arrangement that can achieve this.

If you're interested in considering job sharing as part of your family friendly employment/ flexible working strategy, visit <http://www.workoptions.com/job-sharing-advantages> for more information. If you would like to advertise a vacant job sharing position, visit <http://www.schoolhours.com.au> or contact us for more information.