5 Ways to Manage Office Growing Pains

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INTRODUCTION

What does the modern office look like as it grows?

For starters, long-time employees must work together with fresh new faces and conflicts of responsibilities are bound to arise.
Plus, new processes will disrupt traditional workflows while lack of space also becomes an issue.

So how can your office enjoy the benefits of growth while addressing the challenges it presents head on?

The answer is customizable, collaborative technologies.
Your office needs solutions that amplify productivity across the employee population.

(Putting snacks out in the breakroom may also help!)

CHALLENGE ONE:
GENERATIONAL DIFFERENCES

Anyone who reads about the subject would expect that all Millennials arrive at work every day in an Uber, sipping soy lattes and trying to figure out the best way to hashtag their latest selfie.

#IDC
#LOL
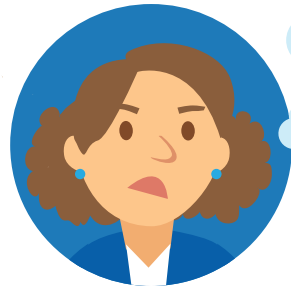
Baby Boomers, on the other hand, are often portrayed as curmudgeons who don't want to upgrade from a fax machine and do not care to learn what social media is or how it affects their lives.

While these stereotypes are certainly exaggerated, there is a grain of truth buried within them. Millennials – and Gen X – tend to be more comfortable with technology, and Baby Boomers are more likely to have traditional cultural expectations for the workplace.

CHALLENGE ONE:
GENERATIONAL DIFFERENCES

There's no denying the differences between the generations.

But rather than treating them like a hindrance to productivity, these differences should be hailed as opportunities for collaboration and learning.

Baby Boomers have been in the game for a while, giving them a competitive advantage in the workplace. They have a lot of knowledge to share – even if they may not know what "a Snapchat" is.

Gen Xer's and Millennials aren't as young as they once were either. In fact, the oldest millennials are already edging up on the big 4-Oh. And many members of Gen X are already 50!

Employers shouldn't shy away from embracing workers of every age. Baby Boomers can mentor Millennials on business practices and career development while millennials teach their older coworkers about new technology.

64%

Sixty-four percent of dissatisfied employees who leave their positions do so because their employer offered no career development opportunities. Therefore, mentorship between members of different generations can not only improve work performance, but may also lower employee turnover rates.

CHALLENGE TWO:
LEGACY CONFLICTS OVER NEW IDEAS

As a business grows, so too do the responsibilities of its employees.

Given enough growth, there's eventually work for even more employees. This cycle seems simple, but in practice responsibilities rarely split so evenly or naturally.

When new employees come on board, they may come into conflict with established workers. Disputes may range from deciding who is responsible for contacting clients all the way to determining whose turn it is to empty the breakroom dishwasher.

To avoid passive aggressive notes and fisticuffs on company property, **managers need to ensure that role responsibilities are clearly defined.**

Americans work about 499 more hours per year than French workers.

Managers can effectively delegate tasks by circulating up-to-date job descriptions, encouraging workers to ask questions and getting feedback from employees. To accomplish these tasks efficiently and effectively, managers need technology that lets them do so from anywhere. **Mobile-optimized file sharing solutions provide freedom of movement as well as offer the ability to address emergencies as they happen.**

CHALLENGE THREE:
NEW PROCESSES AND WORKFLOWS

As your company expands, you need new ways to communicate, new workflows to maintain productivity and new processes for solving business challenges.

Unfortunately, your employees may be resistant to change. Workers may have been burned by a bad product in the past, they may fear losing control or they may just be stuck in a series of long-held habits.

12%

Workers are 12% more productive when happy with their workflow.
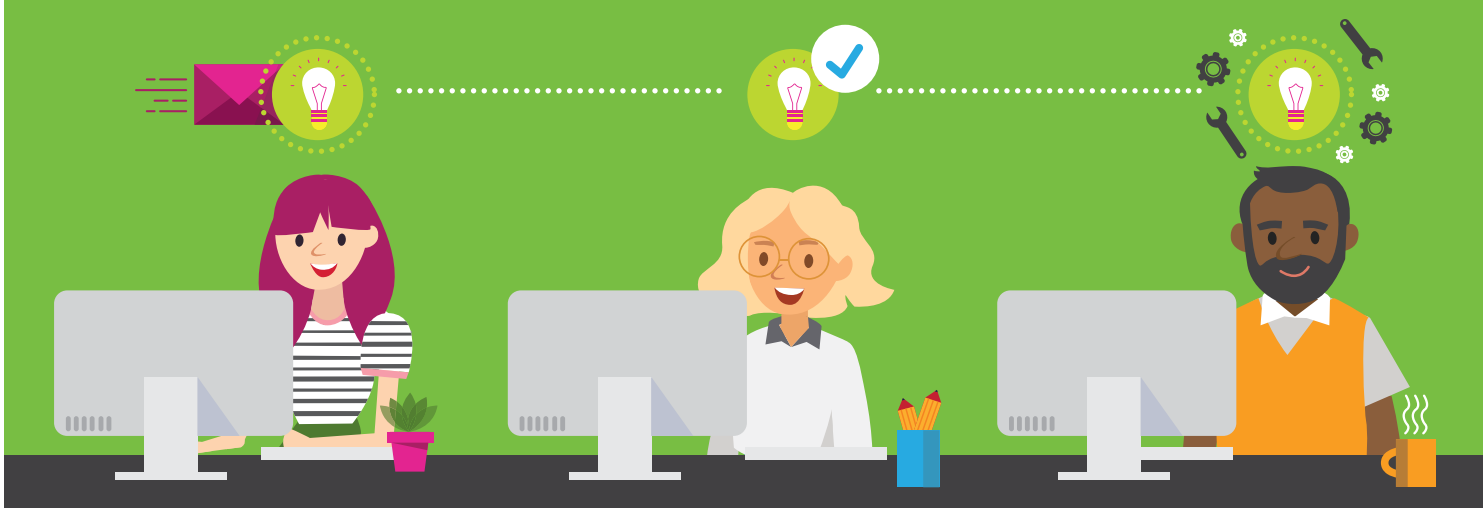
This is where mentorship can really help.

Younger employees can help less tech-savvy workers understand new systems, but they're not immune to the challenges of transition, either.

Millennials want to feel a sense of ownership over their work. Excessive change can make them feel out of control.

Ease these workers into new workflows by fostering a sense of ownership – ask them what could be improved and how they would go about doing so. **Use their ideas.** When a worker sees her suggestion in action, she'll be an advocate rather than a detractor.

CHALLENGE FOUR:
SPACE

At the office, workspace is a commodity.

As your employee population increases, space becomes ever more precious.

When you start to run out of space, it can be tempting to just cram interns into filing cabinets and be done with the matter. But it turns out that interns need much more breathing space than a cabinet drawer can offer.

So what's to be done? You could rent a larger space, but that decision could significantly cut into your budget.

Consider providing work-from-home or remote options for your team.

Remote teams can use collaborative technology to share documents, hold conferences, chat and complete tasks.

Businesses that allow employees to work remotely part time could save around **$11,000 per year in overhead.**
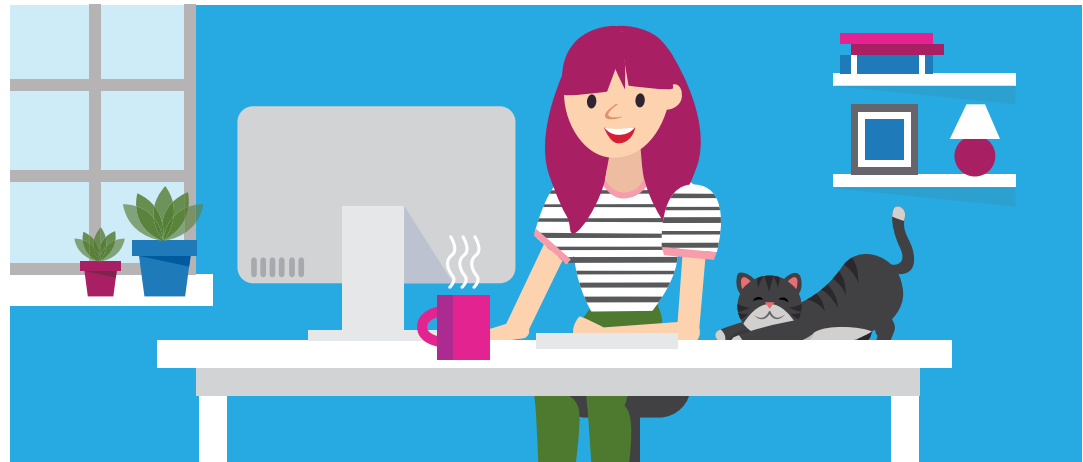
CHALLENGE FIVE:
TRANSPARENCY

Managers of burgeoning businesses may look back fondly on the days when they only had to manage a handful of employees. Back then, it was easy to keep tabs on everyone's work, give guidance where needed and address any rising concerns.

Today, those managers look out over crowded rooms full of busy workers, ringing telephones and wonder, *"How can I ever keep track of it all?"*

As an employee population grows, the more opaque it becomes. To regain some of the transparency that managers previously enjoyed, an elegant solution is needed.

Even when employees work remotely, the right collaboration tools and technology will provide managers the visibility they need to gain insights into how their teams function.

Even within an office building, a manager can get better insights into the effectiveness of company workflows right from his or her workstation.

CONCLUSION

A growing employee population is a good thing.

With the right tools and technology at your fingertips, you'll incite improved productivity, efficiency and creativity from your workers.

Although some members of your teams may be hesitant to rely on new processes and workflows, the right training – and the right attitude – can help them come around to the new methods.

With dependable technology from Citrix, your business can move past the growing pains and into a new age of prosperity.

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