

# WHAT MAKES A GREAT PLACE TO WORK?

FUTURE-FOCUSED FINANCE IS ABOUT IMPROVING NHS FINANCE FOR EVERYONE BY MAKING SURE WE ALL HAVE A GREAT PLACE TO WORK.

## So how can we achieve this?

Our research has identified that the behaviours listed here have the biggest impact on how people who work in NHS finance feel about their job.



Based on these behaviours, we have developed a toolkit to help you understand how your finance department currently measures up. You can also use it to identify areas for improvement and make positive changes.

# TOOLKIT

Of course, everyone is different and so are our teams. Our toolkit helps you to establish what's working, and where you could work together to improve. Just follow the three simple steps below, using the resources in the toolkit to guide you. There are guidance notes if you want a little extra support or more ideas.

## 3 STEPS TOWARDS A GREAT PLACE TO WORK

### STEP 1

We've designed a series of questionnaires for your team to complete. Their answers will help you understand which of the key behaviours your department demonstrates well and what could be better.

### STEP 2

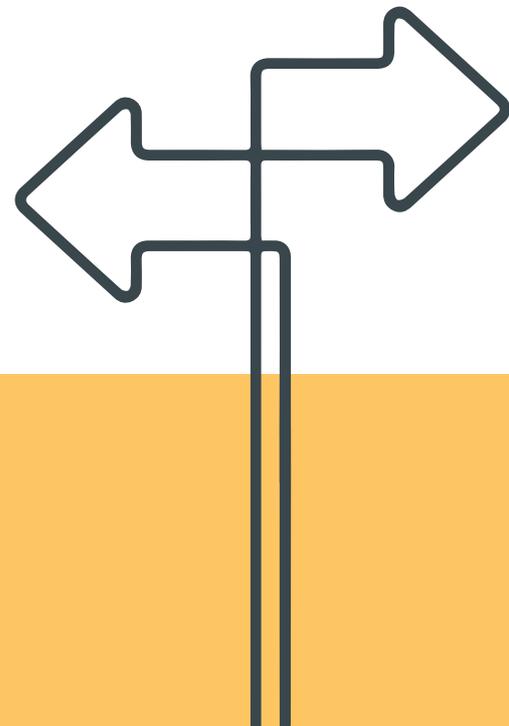
Identify which behaviours you want to work on as a team for the next 30 days. There are resources available to help you address lots of behaviour based questions:

- |  |  |   |   |
|--|--|---|---|
| ▪ How effective are we at recognition? | ▪ How involved are you?                      | ▪ Integrity in our department and organisation  | ▪ Respect from manager and colleagues       |
| ▪ Employee recognition ideas           | ▪ Career discussion template                 | ▪ How successful are we at enabling a good work-life balance?<br>Being treated fairly | ▪ Do we have good open 2-way communication? |
| ▪ Listening                            | ▪ Honesty in our department and organisation | ▪ Support from boss/manager   | ▪ Trusting leaders and managers             |
| ▪ I know what is expected of me        |  |   |   |

### STEP 3

Use the resources to identify actions you can take as a team to make positive changes. Agree to give it a go! After 30 days, pick a new behaviour to focus on.

After six months, you'll have worked together to change some behaviours and make those changes stick. That's the time to repeat the questionnaires with your team so you can measure the impact of everyone's hard work. Make it a part of your department development session so you can celebrate your success!



The full toolkit and guidance notes are available at: [www.futurefocusedfinance.nhs.uk/great-place-to-work-toolkit](http://www.futurefocusedfinance.nhs.uk/great-place-to-work-toolkit)

Has your department got a Value Maker? They'll be keen to support the work you are doing and will be able to tell you more.

We are keen to hear about how you have used the resources to make changes, so please send us your photos and comments at [futurefocusedfinance@nhs.net](mailto:futurefocusedfinance@nhs.net)