



## LEADING BY EXAMPLE

**Most of the employees in our office, including me, wander into work late by 10–15 minutes every day. One employee has started coming to work 45–60 minutes late. All of this must stop! How do I “push the reset button”? Should I have a meeting and lay down the law?**

“When you lead by example and set that bar and expectations for yourself, others see that and rise with you.”  
-Desiree Buchanan

### Leadership Orientation Training - Session B

Watch for up coming classes.

#### CONTACT US TODAY:

Please contact our office by calling 800-779-6125 or e-mailing (info@connectionseap.com) for more information or register online:

[www.connectionseap.com](http://www.connectionseap.com)

Thank you for your honesty. Your thoughts provide a key clue for resolving this problem! Leading by example is everything. The starting point is when the leader models a new standard. You could call a meeting, but owning your own past behavior with your employees individually is a unique opportunity to build trust and positive relationships!

Then, one employee is coming in extraordinarily late. It will be important to expect this person to come in on time - as is now the norm for all. However, coming in late again would not be unusual if a

personal health or relational problems exists. If this pattern resumes, listen carefully, maintain your loyalty to the new attendance pattern and consider making a referral to the EAP as a next step. Your EAP is also a tool you can use to help you plan your approach should the individual in question resist your suggestions or disclose personal stressors.

Written by: Andy Visser

### ATTENTION: SUPERVISORS, MANAGERS, ADMINISTRATORS:

Session A: “Leadership Orientation to the EAP”, is always available on the website. Please check your wallet cards or contact your HR department for your username and password.

Website Information – Webinars are available in the Work/Life Services site. Log in on Connections website go to Employee or Leadership Resources tab to access webinars, continue to scroll down on the Work/Life Services opening page. (All webinars are archived for later viewing.)

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