

How a Sabbatical Program Can Elevate Your Organization

Business Fundamentals Bootcamp

Lori Brown

Lori Brown

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President of HCM Ready
Wife and Mom of Three

BELLINGHAM, WA

PUGET SOUND
BUSINESS JOURNAL

FORTY TURNS TWENTY

AGE
38

LORI **BROWN**

Title: Chief operating officer

Company: PayNorthwest

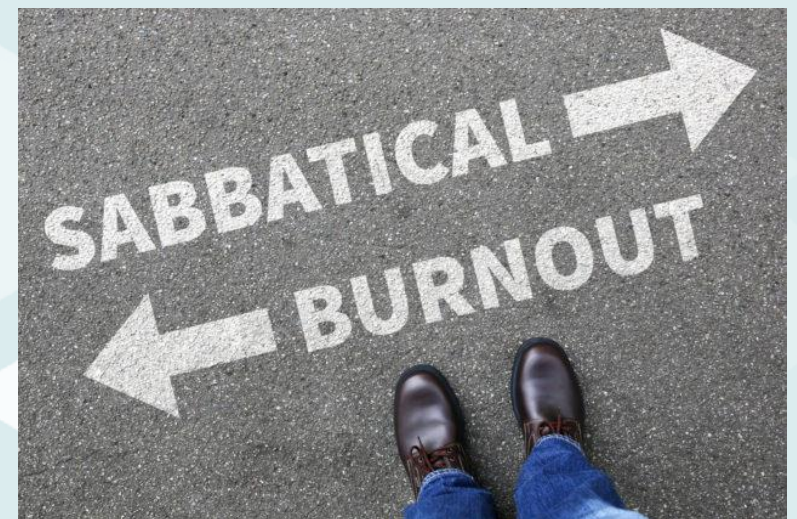
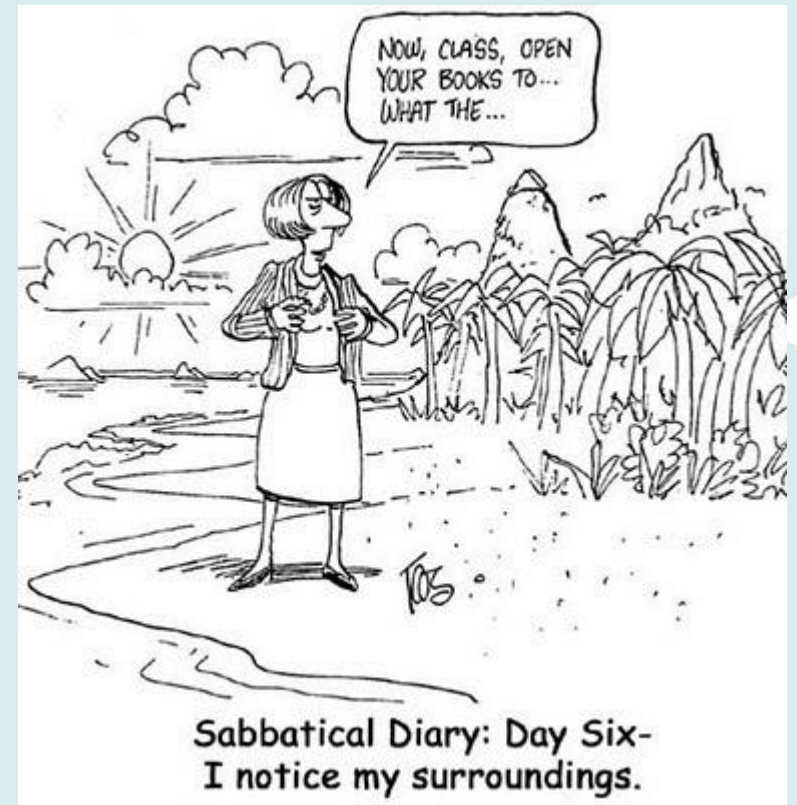
Residence: Renton



PAYNW

The Central Address for a Connected Workforce

- History
- Benefits
- Creating a Sabbatical Program
- Preparation
- Real Life Application
- Lori's Sabbatical Story



History of Sabbatical Programs in the US

- What comes to mind when you hear the word Sabbatical?
- What types of industries generally offer Sabbaticals and why?
- Which major US company is thought to be the first to have instituted a sabbatical program in 1977? (according to the Harvard Business Review)
- 4% of US companies offer a paid sabbatical program, 16% offer an unpaid program.

The Container Store®

The Original Storage and Organization Store®



Timberland® 



The Cheesecake Factory

What's In It For You?

- Adding a tenure based benefit
- Employees return rejuvenated and often feel like they have a new job.
 - Employees find inspiration for new ways to grow the business.
 - Employees can focus on personal goals.
- Less tenured employees have the opportunity to grow in their roles.
 - Reduced key employee turnover.



Building a Sabbatical Program for your organization.

- Length of Service Requirements
- Duration of Time Off
- Paid Vs. Unpaid
- How to handle other PTO throughout the sabbatical year.
- Length of service after sabbatical.
- How to request and



Preparing for a Sabbatical – Tactical Steps

- Get Approval
- Detail Job Duties & Responsibilities (write it down!)
- Assign and cross train on duties and responsibilities.
- Take some in office or on job trial days.
- Ask for feedback.
- Disable Email.
- Leave the office.



The Return - Leaders

- Keep your schedule clear for a full week. Expect to do nothing but talk to people.
- Take notes! Your clear mind will enable you to think of things that you wouldn't have before. This will turn into amazing ideas for the future of your organization.
- Analyze what tasks and responsibilities you should take back. (hint – don't take back many)
- Get back into the flow and encourage others within your organization to take a sabbatical.



Real Life Applications

Tina

11 Years

Client Service Representative



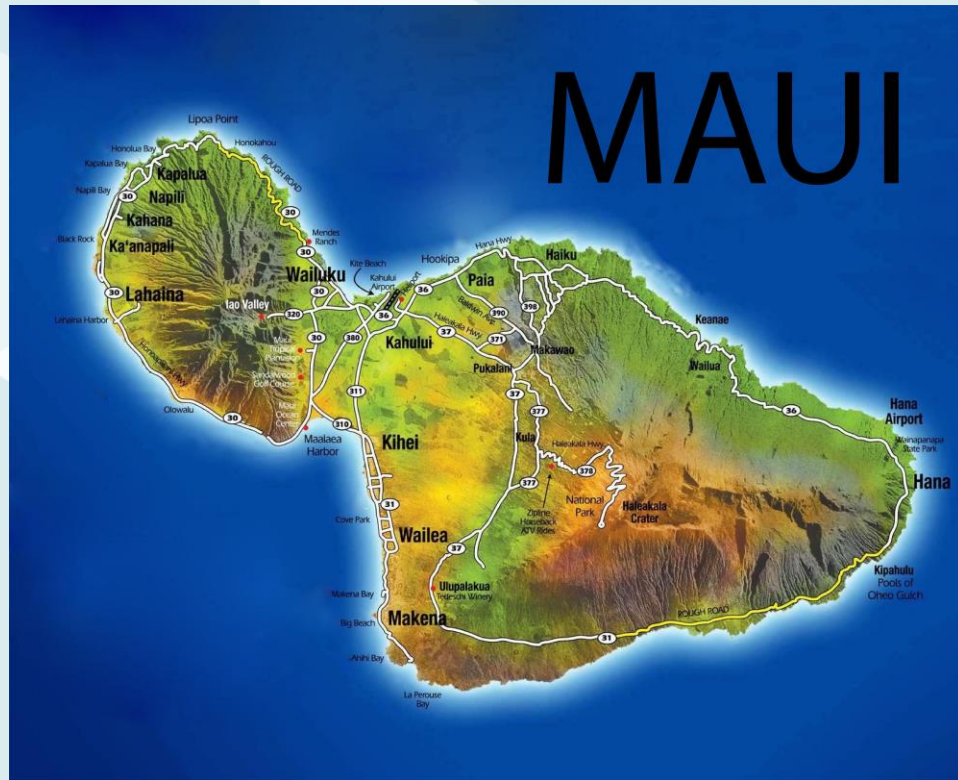
Angie

10 Years

Implementation
Consultant



My Sabbatical Story



Prior to Takeoff

- 1 – Set Sabbatical Goals
- 2 – Submit Sabbatical Request
- 3 – Allocate Resources
- 4 – Notify my employees and get them involved in the coverage plan.
- 5 – Create a sabbatical schedule, including resources needed to achieve goals.
- 5 – Cross Train and take some “Working Test Days”.
- 6 – Create an Amazon shopping list.



Goals

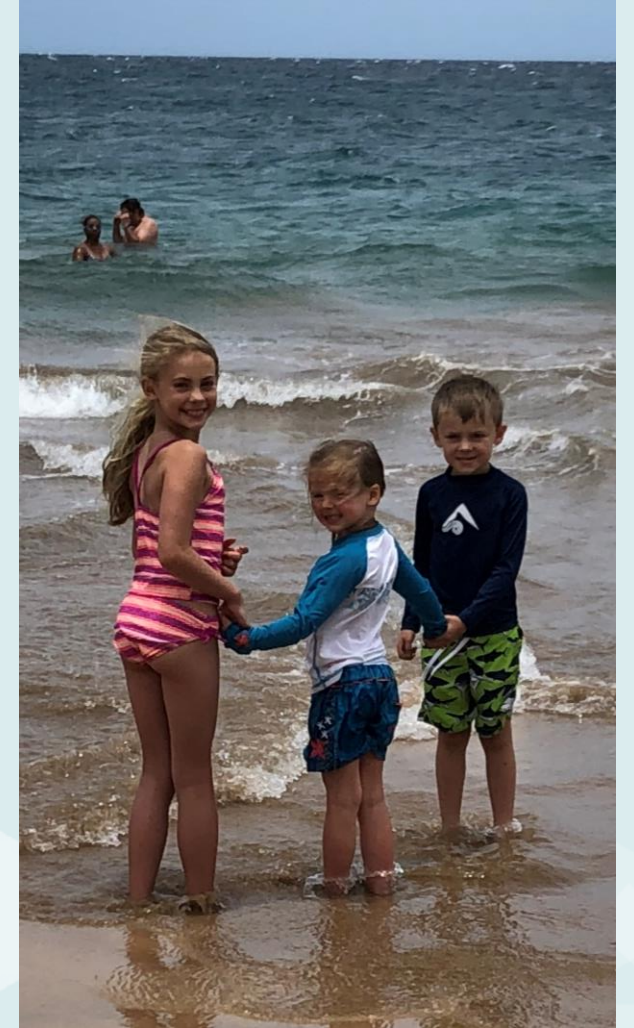
- Get Fit
- Make 3 Twin Quilts
- Read lots of books
- Cure Type 2 Diabetes
- Get a Pull Up



Timeline

- Week 1 & 2 – Maui Alone
 - Daily Workouts (sometimes 2)
 - Quilting, Quilting and more Quilting
 - Swimming
 - Listening to Books throughout
- Week 3 – Family Vacation
 - Daily Workouts
 - Family Fun
- Week 4, 5 & 6 – Stay at Home Mom Zone
 - Daily Workouts
 - Daily Beach Adventures
 - Daily reminders why I'm not a stay at home Mom.
- Week 7 & 8
 - High School Reunion
 - Family Reunion
 - Learning how to wear real shoes again.
 - Trying to get the sand off of everything!

Island Time





Questions?

- <https://www.cornerstoneondemand.com/rework/7-reasons-employee-sabbaticals-are-winning-idea>
- <https://www.thepennyhoarder.com/make-money/sabbatical-leave/>