



HR ELEMENTS®



HR & EMPLOYEE BENEFITS NEWSLETTER

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Welcome to the UBA Partner Firm exclusive monthly newsletter delivering insights about timely human resources and employee benefits topics.

HR Elements | July 2023

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Dear HR Manager,

My team's workload has increased exponentially, and we need a dedicated project manager. I want to propose a new position, but also want to be the person in that role. How do I pitch this big idea to my boss?

– Big Idea

Dear Big Idea,

The best way to prepare for this conversation is to put together a business case.

1. Do your research.

Investigate the “why” behind the new position. What problem would this job solve? How does this relate to company goals and strategic plans? How will this benefit the team and company? What is the return on investment?

2. Talk to key stakeholders.

Share your thoughts with key decision makers to get their feedback. Planting seeds early can help you address any identified obstacles in your pitch. These informal discussions concerning your idea also help pave the way ahead.

3. Put together your business case.

Summarize your research in a problem-solving format. What was the identified problem? How does this new role solve that problem? This is where you include proposed job responsibilities from your research, and a plan to transition any of your current responsibilities. Include the potential impact of this role.

Keep your business case concise and to the point. Your eagerness to grow in the company will come through in your pitch. Good luck!

– HR Manager

Workplace Culture | ChatGPT: How to Set AI Parameters at Work

ChatGPT is revolutionizing online search technology and transforming many [business processes](#). The tool enables users to enter a query and receive a detailed response, taking context and intent into account. Many companies (Morgan Stanley, Stripe, and PwC) are working to leverage this customizable AI language at an enterprise level.

Progressive organizations want to stay ahead of the AI curve and set policies around usage.

A few best practices on ChatGPT usage will help your organization make the most of this powerful tool.

1. Be transparent with your leaders.

ChatGPT is a powerful tool. It enables employees to better allocate resources, automate certain tasks, and focus on strategic initiatives. However, 70% of employees using ChatGPT do so without their boss' awareness. Under-the-radar usage can lead to problems down the road. Establish an approval process for using ChatGPT on work assignments. Clarify use cases and assess the risks.

2. Customize ChatGPT content.

AI is a great starting point for memos, newsletters, policies, and interview questions, among other tasks. However, unedited content may sound cold or robotic. Fine-tune output by personalizing AI-generated text. Update the query results to use your company's "voice." Add examples that bring the document to life and account for organizational nuances.

3. Double-check the facts.

[ChatGPT is not flawless](#). Like other information from the Internet, results may include inaccurate data or outdated material. The free version of ChatGPT does not include content more recent than September 2021.

As a result, users should build in extra time to proof output. Check links to verify accuracy. Validate codes, dates, and numbers.

Though ChatGPT is in its infancy, there is no doubt it will change the way companies work and service clients. New issues will arise as ChatGPT continues to evolve. HR practitioners play a pivotal role in [establishing office guardrails](#) and expectations around AI.

Diversity, Equity, and Inclusion | Gen Z: The Future of Work is Face-to-Face

Generation Z – people born between 1997 and 2012 – have had a difficult start to their career. The COVID-19 pandemic rocked the world just as these workers joined the workforce. Instead of “suing up” for the office, many started their careers from home or in a hybrid structure. Many have never worked onsite. [Starting a career from home came with challenges](#), including lack of opportunities to build their network and limited access to on-the-job training.

Can you imagine joining a firm and not meeting your boss in person? Virtual technology has bridged the gap, but younger workers report finding it harder to build trust and develop genuine work relationships when virtual meetings are the only option. Networking doesn’t just mean building relationships with supervisors and senior staff. It also includes building work friendships and making contacts throughout the industry – vital connections in building a professional network.

Next, consider the learning curve for junior team members trying to get up to speed without the benefits of an office community. Instead of leveraging a colleague’s expertise, Gen Z may take it upon themselves to figure out the solution. While curiosity is a good skill, it may waste countless hours searching for information that could be passed along in seconds at the office.

Gen Z leads the generational pack [wanting to work in person](#). A recent study by Joblist found that 57% of Gen Z want to return to the office. Employers are faced with the challenge of finding the optimal balance between remote and in-person work that fosters networking and training. HR can build programs that support the development of crucial workplace skills through mentorship. Develop training opportunities that bring staff together in-person, especially during those critical first 90 days of employment. And finally, consider the future of your workforce as you put new policies and procedures into place, specifically your return-to-office protocol. Gen Z represents our future leaders; their voices need to be heard.

Leadership Tip | Reading Body Language

Your posture influences how you feel. Try standing or sitting in an open position to increase your confidence and positively affect your mood.