CLASHIE M. GRUBB

OF THE

GENERATIONS

MANAGING THE NEW WORKPLACE REALITY

WILEY

Advance Praise for Clash of the Generations

Leaders are still struggling to motivate Millennials in the workplace—and now Generation Z is on the doorstep. Grubb offers concrete suggestions on how to engage four generations that each have very different expectations of their managers and organizations. If you are only going to read, one management book this year—this is the one. It is a joy to read, with lively writing and practical advice.

Timothy T. Baldwin, Professor and Chair Department of Management and Entrepreneurship Indiana University Kelley School of Business

Val Grubb has succinctly and accurately captured the new workplace reality in a voice that is easy to read. Her practical advice for thriving in and building a generationally diverse organization is spot on. I like books that present real-world solutions, but I love books that ask the right questions! I wish I had coauthored it!

Chip Espinoza, PhD Author, Managing the Millennials: Discover the Core Competencies of Managing Today's Workforce

From the first page, Clash of the Generations hits you with staggering statistics and hard facts. Grubb has written a masterful book that captures the essence of generational conflict and provides savvy solutions. Clash of the Generations is not a life preserver but a speedboat to multigenerational success.

Meagan Johnson, Generational Humorist Author, Generations, Inc.: From Boomers to Linksters— Managing the Friction Between Generations at Work

Grubb's many years of leading and managing generationally diverse teams and consulting to best-in-class companies make *Clash of the Generations* a compelling look into how the workforce is changing—and changing fast. Anyone passionate about developing his or her leadership skills and learning to navigate—and get the best of—rapidly diversifying workforces will find her strategies not only cutting edge, but immediately practical. A must-read for leaders at all levels!

Jennifer Brown, President and CEO Jennifer Brown Consulting Author, Inclusion: Diversity, the New Workplace & the Will to Change

CLASH

OF THE

GENERATIONS

CLASH

OF THE

GENERATIONS

MANAGING THE NEW WORKPLACE REALITY

VALERIE M. GRUBB

WILEY

This book is printed on acid-free paper. @

Copyright © 2017 by Valerie M. Grubb. All rights reserved

Published by John Wiley & Sons, Inc., Hoboken, New Jersey Published simultaneously in Canada

No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, scanning, or otherwise, except as permitted under Section 107 or 108 of the 1976 United States Copyright Act, without either the prior written permission of the Publisher, or authorization through payment of the appropriate per-copy fee to the Copyright Clearance Center, 222 Rosewood Drive, Danvers, MA 01923, (978) 750-8400, fax (978) 646-8600, or on the web at www.copyright.com. Requests to the Publisher for permission should be addressed to the Permissions Department, John Wiley & Sons, Inc., 111 River Street, Hoboken, NJ 07030, (201) 748-6011, fax (201) 748-6008, or online at www.wiley.com/go/permissions.

Limit of Liability/Disclaimer of Warranty: While the publisher and author have used their best efforts in preparing this book, they make no representations or warranties with the respect to the accuracy or completeness of the contents of this book and specifically disclaim any implied warranties of merchantability or fitness for a particular purpose. No warranty may be created or extended by sales representatives or written sales materials. The advice and strategies contained herein may not be suitable for your situation. You should consult with a professional where appropriate. Neither the publisher nor the author shall be liable for damages arising herefrom.

For general information about our other products and services, please contact our Customer Care Department within the United States at (800) 762-2974, outside the United States at (317) 572-3993 or fax (317) 572-4002.

Wiley publishes in a variety of print and electronic formats and by print-on-demand. Some material included with standard print versions of this book may not be included in e-books or in print-on-demand. If this book refers to media such as a CD or DVD that is not included in the version you purchased, you may download this material at http://booksupport.wilev.com. For more information about Wiley products, visit www.wiley.com.

Library of Congress Cataloging-in-Publication Data

Names: Grubb, Valerie M., author.

Title: Clash of the generations: managing the new workplace reality / Valerie M. Grubb.

Description: Hoboken: Wiley, 2016. | Includes bibliographical references and index.

Identifiers: LCCN 2016030971 ISBN 9781119212348 (hardback) |

ISBN 9781119212461 (Adobe PDF) | ISBN 9781119212478 (epub)

Subjects: LCSH: Diversity in the workplace—Management. | Conflict of generations in the workplace - Management. | Intergenerational relations. |

Older people—Employment. | Youth—Employment. | BISAC: BUSINESS &

ECONOMICS / Human Resources & Personnel Management.

Classification: LCC HF5549.5.C75 G78 2016 | DDC 331.3-dc23 LC record available at https://lccn.loc.gov/2016030971

Cover design: Wilev

Printed in the United States of America

10987654321

For my father, Byron E. Grubb, who taught me to respect everyone, regardless of his or her rank or status. You are missed.

CONTENTS

Preface Acknowledge	ments	xiii xv
Chapter 1	The New Workplace Reality The Changing Nature of Leadership, 4 The Changing Role of the Manager, 5 The Changing Role of HR, 8 The Changing Role of the Employee, 10 Building on These Changes, 11 Notes, 12	1
Chapter 2	Defining the Generations What the Experts Say, 15 The Big Three—and a Newcomer, 16 Generational Characteristics, 21 The More Things Change, 21 Notes, 23	13
Chapter 3	Fostering a Culture of Inclusion The Business Case for Diversity, 28 The Role of Company Culture, 29 Overcoming a Negative Culture, 32 Creating an Age-Diverse Culture, 33 Notes, 37	25
Chapter 4	Setting the Stage for Great Performance Goal Setting, 42 Evaluating Employee Performance, 46 You Get What You Reward, 52 Senior Leadership versus Peer-to-Peer Recognition, 53 The Basics of Recognition, 55 Intrinsic Motivators, 56	39

x CONTENTS

	Career and Development Recognition, 57 Notes, 60	
Chapter 5	Being an Inclusive Manager	61
	The Benefits of Inclusion, 63	
	Breaking Bad Habits, 64	
	False Thinking of New Managers, 65	
	Lead by Example, 65	
	Don't Emulate Bad Managers, 66	
	Promoting Respect, 66	
	Innovation at Both Ends of the Spectrum, 68	
	Managing Workers Older Than You, 69	
	The Consequences of Not Being Inclusive, 70	
	Notes, 71	
Chapter 6	Promoting Growth Opportunities	73
	The Power of Effective Delegation, 76	
	Empower Your Employees, 79	
	Accommodating Different Learning Styles, 80	
	Experiential Training, 82	
	Establish a Mentoring Program, 84	
	Notes, 84	
Chapter 7	Managing Differences in Work Ethic	87
	Defining Work Ethic, 90	
	The Importance of Mission to Millennials, 92	
	Connecting Company Mission to Social Goals, 93	
	What Managers Can Do, 94	
	What Companies Can Do, 96	
	Notes, 97	
Chapter 8	Managing Different Work-Life Balance Expectations	99
	The Birth of Work-Life Balance, 101	
	Work-Life Blending versus Balancing, 102	
	Performance versus Face Time, 103	
	Managing Flexibility, 105	
	Managing Virtual Teams, 107	
	Notes, 109	

Contents xi

Chapter 9	Managing Differences in Career Development Planning	111
	Expectations of Career Development by Generation, 113 Using Career Development for Succession Planning at All Levels, Five Easy Steps to Creating a Career Plan, 117	116
	Creating a Company-Wide Development Program Specific to Leadership, 119	
	Creating Your Own Career Development Plan, 122 Notes, 124	
Chapter 10	Generational Give and Take	125
	Communication Is Key, 127	
	The How and When of Communication, 128	
	Appreciating the Contributions of Youth, 131	
	Valuing the Wisdom of Age, 132	
	Promoting Positive Interactions, 133	
	The Challenge of the Young Leading the Wise, 135 Notes, 136	
Chapter 11	You as the Motivating Force	137
	Expectations of Today's Manager, 139	
	Focusing on You, 141	
	Finding a Mentor, 143	
	Moving from Tactical Doer to Strategic Thinker, 145 Notes, 147	
Appendix A	Case Study - Chegg	149
	Background, 149	
	Benefits, 150	
	Company Culture, 150	
	Physical Work Environment, 151	
	Recruiting, 152	
	Summary, 153	
Appendix B	Case Study - Consultants: Leadership Development Services, LLC, and RGP	155
		1))
	Interviewees, 155	
	Leadership, 156	
	Flexibility, 158	

xii CONTENTS

	Work Ethic and Style, 158 Benefits, 159	
Appendix C	Case Study - Electronic Arts Background, 161 Company Culture, 162 Career Development, 163 Recruiting, 165 Summary, 165	161
Appendix D	Case Study - Hy-Ko Products Background, 167 Benefits and Recruitment, 168 Career Development, 169 Summary, 170	167
Appendix E	Case Study - TECT Corporation Background, 171 Recruitment, 172 Company Culture, 172 Career Development, 173 Summary, 175	171
Appendix F	Case Study - The Andersons Background, 177 Company Culture, 178 Physical Work Environment, 179 Career Development, 180 Benefits, 181 Summary, 181	177
About the Au	thor	183
Index		185

PREFACE

B y 2020, 25 percent of the labor force will be over the age of 55—and they're not retiring any time soon. The result? A clash of cultures that requires a new management approach.

In recent years there's been a lot of talk about generation-related issues in the workplace—especially the impending en masse retirement of the Baby Boomers. Senior leaders and HR executives were warned to prepare for the knowledge exodus that would take place when the Baby Boomers retired in droves and to prepare to manage the generations (in particular, the Millennials) that would replace them.

The reality, however, is that Boomers *haven't* been retiring in the numbers originally expected. In fact, the average retirement age has steadily been creeping up (it's now at 61), and recent statistics indicate that this number will continue to increase. A recent Gallup Poll found that 24 percent of Baby Boomers are waiting until age 65 to retire, and 49 percent are planning to hold off until 66 or older. In addition, researchers at the Stanford Center on Longevity estimate that by 2020, 25 percent of the labor force will be 55 and over—a sharp jump from 13 percent in 2000. In the near future, we may even see people working to 100 (and beyond!).

Because Baby Boomers are prolonging their time in the workplace, the old business model of "the mature retire to make way for the new" no longer applies. Instead of the previous cycle of succeeding generations, companies now find themselves with workforces that cover a wider range of ages than ever before. Senior leaders, managers, and HR professionals must manage a blended workforce spanning four generations that vary wildly in their work ethics, ideas about work-life balance, and long-term career goals, among other concerns.

Managing employees is a challenging endeavor under any circumstances—and it's even more difficult in the midst of generational culture clash. Drawing on my experiences over more than two decades of managing thousands of employees and on interviews with representatives of several companies with age-diverse workforces, this book details proven strategies that managers and senior leaders can employ to motivate and engage even their most challenging direct reports.

ACKNOWLEDGMENTS

This book is the result of many lessons learned over the years from managing thousands of employees—from my first Plant 8 maintenance crew at Allison Gas Turbine in 1989, to those who work for me now at my own consulting company, and everyone in between. Thank you for teaching me what it means to be a good manager. This journey has been a blast, and no matter where you are now in your lives and careers, I wish you all the best.

I would also like to thank my dear friend Marsha Jane Brofka-Berends, who continues to amaze me with her editorial prowess. I thought this book, a huge and challenging undertaking, would send her running, but fortunately it didn't (and she's already committed to working on my next one!). I am also grateful to Sarah Barasch for her stellar research, in which she left no stone unturned. We worked together at Oxygen years ago, and it's been wonderful to reconnect with her through this project. My thanks also go out to Jenna Rose Robbins for her invaluable research and editorial contributions to this work.

Many thanks to Jeanenne Ray, my editor at John Wiley & Sons, for recognizing the importance of this topic. Thanks, too, to Heather Brosius for answering all my questions along the way. It's been a pleasure working with both of you.

Finally, I would be remiss if I didn't thank my mom, Dorothy Grubb, and my brother, Eric Grubb, for putting up with me when I write. I can be a bear, but you love me anyway—and for that I am forever grateful. Thank you! I love you both dearly as well.

Chapter 1

THE NEW WORKPLACE REALITY

C ince the first major round of corporate downsizing in the 1980s, the longtime Itraditional employment trajectory has been in flux. Gone are the days when people entered the workforce as young adults, worked until their mid-50s or so, and then sailed off into retirement while younger generations took their place. Instead, the average retirement age has steadily been creeping up in recent decades as older employees—in particular, the Baby Boomers—stay in the workforce either by choice or by necessity. Medical and technological advances mean we're living much longer than previous generations. But the financial instability caused by the 2008 recession has taken a massive toll on retirement plans, requiring many older employees to remain in the workforce longer. Boomers aren't continuing to work only because they have to, though: many of them continue to work because they want to, thanks in part to the growing availability of office jobs that people can continue to do regardless of age. In addition, many Boomers just enjoy the camaraderie and social connectivity of the workplace. And Boomers often have a lot of pride in their career a sentiment that can make them inclined to stay in the workplace longer.²

In recent years, though, a new generation has become the largest group in the labor market: the Millennials. In early 2015, a Pew Research Center study found that for the first time the workplace included more Millennials (nearly 54 million) than Baby Boomers (nearly 53 million) or members of Generation X (just under 45 million). With so many younger employees joining the workforce, one might assume that the median age of US workers was decreasing. Surprisingly, that is *not* the case.

According to the Bureau of Labor Statistics (BLS) at the US Department of Labor, in 2004 the median working age was 40.3 years but in 2014 it had climbed to 41.9 years—and by 2024 it is expected to hit 42.4 years. Interestingly, although the Millennial numbers are far greater than the current figures of earlier generations, the BLS report states that "the average annual growth rate of the 55-years-and-older group [is] projected to be 1.8 percent, more than three times the rate of growth of the overall labor force," adding that "the group's share of the labor force is anticipated to increase from 21.7 percent in 2014 to nearly 25 percent in 2024." These projections indicate that not only will Baby Boomers continue to work alongside their current Generation X and Millennial colleagues, but that they will still be around when Generation Z join the workforce.

That is potentially good news for companies experiencing a shortage of workers, particularly in skilled trades. But when three or even four generations are sharing the office, getting everyone to work together toward a common goal becomes even