

Table 1

Organizing Work for Alignment: Four Levels from Least Extensive to Most Extensive

Term	Definition	Activities	Actors
Job redesign	Set of tasks of a job is changed	Adding, modifying, or deleting tasks within a job	Department heads and managers Associate and assistant managers Supervisors Employees
Work redesign	Rearrangement of the department's efforts to produce its major products and services	Changing task structure Updating work processes and procedures Modernizing physical layout	Department heads and managers Associate and assistant managers Supervisors as needed
Restructuring	Changing the organizational structure to increase organizational efficiency and cost effectiveness	Changing reporting lines Modifying composition of functional units	Top administrators Division heads Department heads as needed
Re-engineering	Rethinking the business and systems of an organization or department	Scrutinizing mission, vision, and goals Examining structure Ensuring policies support mission and vision	Governing board members Top administrators Division heads Department heads as needed