

# MANAGING YOUR TEAM REMOTELY IN TURBULENT TIMES

*Moving from the office to home (virtual classroom)*

FOR LEADERS AND MANAGERS

## CONTENT

### Virtual training session – 2 hours

#### Introduction

- ▶ Remote management: your leadership in turbulent times

#### Four tools to better manage your team remotely:

*Tool 1: Use insight when dealing with your team.*

- ▶ Managing stress and energy as a team leader
- ▶ Tips and tricks:
  - ▶ Manage yourself to act insightfully
  - ▶ Manage your energy level

*Tool 2: Motivate your team and promote the sense of belonging*

- ▶ Remote leader approach: close management
- ▶ Employee needs: the key focus of my approach
- ▶ Remote recognition: adapt your actions to the situation
- ▶ Manager's tools:
  - ▶ Stay close and keep your team united
  - ▶ Concrete ideas to be introduced to motivate employees

*Tool 3: Optimize communications to create a feeling of closeness*

- ▶ How to achieve meaningful communication
- ▶ Remote communication tools: the importance of understanding them and using them well
- ▶ The role of daily communication rituals
- ▶ Facilitate effective virtual meetings

*Lever 4: Manage differently and encourage action*

- ▶ Performance management reviewed in the current situation
- ▶ Tools to optimize delegation within your team

#### Action plan

*The evaluation is completed online, after the training session*

## OBJECTIVE

Focus on providing close leadership based on the current remote management situation.

## LEARNING OBJECTIVES

- ▶ Quickly understand the importance of adapting your leadership to the needs of your team and remote work issues caused by the current crisis.
- ▶ Identify and implement various tools that enable you to stay close to your team and ensure sound management.
- ▶ Develop remote work leadership skills to act insightfully.

## INFORMATION

Real-time virtual classroom where each participant connects to the session via a web link. Computer, webcam and headphones with microphone are required for the session.

## DURATION

2 hours

**FOR MORE INFORMATION,  
CONTACT US!**