

Your Virtual  
Employees  
Deserve Caring  
and Capable  
Leaders



## LEADING VIRTUALLY™

Today's workforce is increasingly working from home and other remote locations, with teams spread across countries and time zones. Our managers are having to learn how to connect with their people through time lags and technology interfaces. It's the new normal, and it comes with a new set of benefits and challenges.

Managing in this environment is tricky. It can be hard to understand what's really going on, given less access to nonverbal cues and body language. It can be harder to build rapport and trust over long distances.

Employees working remotely also have many new challenges to adapt to. It's harder to understand goals as tasks evolve with the additional separation from their leader. Working for hours or days with fewer human interactions is isolating, damaging morale and reducing connection to colleagues. And there's a host of new technologies and techniques to master in order to communicate and collaborate well.

Leading Virtually™ helps managers with remote staff learn a skillset to stay connected and increase the effectiveness and productivity of their people.

### BOOST PRODUCTIVITY AND MORALE OF REMOTE STAFF



Improved Worker  
Effectiveness



Boost Connection  
to Leader



Increased Autonomy  
& Empowerment



Improved Employee  
Engagement

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## WHO SHOULD ATTEND?

Supervisors, frontline managers, mid-level managers, and senior managers who are leading people virtually

## PROVEN FORMULA TO HELP VIRTUAL WORKERS BE EFFECTIVE AND ENGAGED

Leading Virtually is a virtual instructor-led course that unfolds over three 2-hour sessions. The virtual sessions offer learners a highly engaging experience that includes instruction, responses, reflection, group activities, and opportunities to practice new skills in a safe setting. The program also offers learners a chance to share stories and best practices in their transition to managing others virtually.

Based on almost 20 years of helping managers lead virtually, this program focuses on three key practices proven to boost manager effectiveness in a virtual environment.

- *Be Present and Mindful* – Teaches leaders to communicate intentionally with remote team members, to structure conversations for maximum impact, and to honor each other's work preferences.
- *Foster Community* – Helps managers build trusting and supportive relationships that stay positive and involve all their people, using the technology available.
- *Accelerate Performance and Development* – Teaches leaders how to build the resourcefulness and autonomy of staff members and to help them move forward in their careers.

## LEADING VIRTUALLY MODEL



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