



# Corporate Coach Group

Training that transforms



## Training Plan

### Leading and Managing Remote Teams Training

## A Training Plan for Your Organisation

### What is the purpose of the training?

The purpose of the training is to initiate a process of rapid improvement, by means of achieving a shared understanding of the correct knowledge and skills that we need to employ, if we are to achieve our stated goals.

### Leading and Managing Remote Teams Course Summary

People who lead and manage others *remotely*, need to develop additional skills, because managing remotely introduces barriers and difficulties that need to be compensated for.

This unique online training course provides essential additional knowledge that will help leaders overcome difficulties inherent in leading remote teams.

As a result of attending this course the remote leaders, team members and the whole organisation will benefit.

### Learning Outcomes for the Leading and Managing Remote Teams Course

- Overcome difficulties inherent in leading remote teams
- Maintain and even improve loyalty
- Eliminate miscommunications
- Improve work life balance
- Better manage performance
- Improve rapport and social bonding
- Motivate people from a distance

### Customer Review

“ Course content was interesting and valuable. Can be used right away to improve everyday work and will be very valuable on long term success. The trainer's presentation was clear, effective and keep the attention high.

*Elisa Lafratta  
Red Hat*



## Leading and Managing Remote Teams Training Course Overview

The purpose of this course is to identify and overcome the problems associated with leading remote teams. We take proven principles of leadership and we adapt them to meet the new situation.

1. **The Company culture is NOT present:**  
You will learn methods to create and sustain strong commitment to your company.
2. **Misunderstandings more likely:**  
We present methods to allow you to communicate with more clarity, accuracy and brevity.
3. **Work / life balance blurred:**  
We present methods to allow people to build definite priority plans to guide their daily actions.
4. **Difficult to observe performance:**  
We present ways to allow you to manage people using quantitative and objective methods.
5. **Less rapport and bonding:**  
We show you how to maintain and even increase rapport with your co-workers, even though you are not physically present.
6. **More difficult to motivate:**  
We will show you how to motivate yourself and become a source of emotional strength to the others.

### Customer Review

- “ The course content was strong, informative and understandable. Easy to take key points and transfer into working life. Makes you think of how to work more effectively and productively. The trainer's presentation was clear, captivating and interesting. He was very passionate and focused on sharing knowledge.

*Janine Sleath  
International Greetings UK Ltd*



## Leading and Managing Remote Teams Training Course Details

### Morning Session

#### The fundamentals of team leadership remain unchanged

Human nature never changes, so the fundamentals of leadership remain unchanged. Leaders must always possess and provide three fundamental qualities: A clear purpose, a practical plan, and a high degree of positive motivation. So, even though these three leadership qualities don't change; HOW leaders provide these three qualities, does need to change.

#### The new situation requires new techniques

The profound changes in the economy that have occurred this year, mean that the delivery of leadership has to adapt to meet the new challenge.

#### Company culture NOT present

Consequently, the level of engagement may be lessened. We will show you how to create and sustain continued commitment to your organisation's brand and mission.

#### Misunderstanding more likely

Since communication is remote the likelihood of confusion and misunderstandings are increased. Therefore, we need ways to minimise the risk of miscommunication by improving our ability to speak and write with more Accuracy, Brevity and Clarity: (The A.B.C. principle).



## Afternoon Session

### Work / life balance blurred

Because people now work at home, the dividing lines between work and NOT-work may become blurred. We need to introduce ways by which people can organise their schedule according to a plan, as opposed to working in an ad hoc, or distracted manner.

### Difficult to observe performance

Because people are remote, we cannot so easily manage their performance. So, we need to create quantitative and objective methods to measure and manage work performance. On this course we will show you ways to measure performance remotely.

### Less rapport and bonding

When people are social distancing, it is more difficult to maintain rapport. Since motivation has a strong element of rapport, we need to develop methods that will allow us to build rapport at a distance.

### More difficult to motivate

During these days of home working and restrictions, many people are feeling demotivated. Consequently, leaders need to become a source of emotional strength to the others and provide the motivational energy that others can tap into. We will show you how to stay strong during tough times.

## Customer Review

“ I found that this training course was ideal for me. I could apply a lot of the examples to my work and look forward to trying them out. The trainer presented well, with good explanations and made it easy to understand.

*Kiri Bramwell  
Advantage Cellular*

## Training Costs / Investment

### Bespoke In-House or Live-Online Course

£2,250 + VAT per training day, (8 – 16 delegates)

Plus, travel and hotel accommodation for trainer if needed (Premier Inn type)

*International Price Varies*

In-House training has been designed to provide a similar experience to our open courses, however we can tailor the content to fit your specific needs.

We are able to train in your timezone.

### All our training includes:

- A full day of quality training, delivered by an experienced trainer
- Total of 6 CPD training hours (usually 9am - 4.30pm), plus an additional 2-3 via post-course online independent learning
- Full course training workbooks
- Training certificate
- Access to additional free training material after the course via our post-course portal
- 3 months free telephone coaching: Whilst you are implementing what you have learned, if you need to, you can contact us for support and guidance

### We suggest the following plan of action:

Please send to us:

1. Any amendments or changes you wish to make to the programme.
2. Your thoughts.
3. The next step you would like us to take.

Thank you.

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## Customer Reviews

- “ The course content was very useful with informative models and tips which are useful for both in and out of the workplace. The trainer's presentation was consistent and positive, clearly and concisely delivered. Excellent coverage and quality material.

*Sarah Young  
Swatch*

- “ This course has made me think of my management training skills in a different way and has given me a great formula to achieve company goals. The trainer's presentation was great and it was very easy to understand and take in.

*Suzie Murphy  
Swatch Group*

- “ Excellent training course. I feel very secure (and excited) to start using certain models in my practice, including the priority decision matrix and the wrong box/right box method. The trainer was equally excellent. By using 'real life' examples he helped me contextualise the models. As well as giving me the confidence to start better prioritising my work and others in my team.

*Harriet Jackson  
NSPCC*

- “ Really beneficial quick and simple methods to keep conflict-based conversations on tack. Helpful when trying to keep things factual and not getting emotional. Easy to remember.

*Isabella Crossan  
East Sussex County Council*