



Leading Virtual Teams

Duration: 2 Days **Course Code: LVT100E**

Overview:

Project teams no longer necessarily work at a fixed location or at a certain organisation, and are now often virtual instead. Virtual teams may be formed on a temporary or permanent basis and the members may be located anywhere in the world. Working in virtual teams results in significant challenges with regard to management and communication skills. It requires skills that managers lack experience in. This two-day workshop teaches people managers and project managers, in all levels of the organisation, how virtual teams can work effectively.

Target Audience:

Anyone who leads a virtual team as a people leader or as a project manager.

Objectives:

- Identify common challenges faced by virtual leaders and tactics to minimise or overcome those challenges
 - Provide feedback
 - Identify how to build trust rapidly in virtual relationships
 - Establish and communicate decision-making criteria for team/individuals
 - Describe the elements required for a successful virtual relationship with employees
 - Monitor employee performance
 - Identify the right leadership style and approach to virtually:
 - Identify feedback best practices (e.g., frequency and format)
 - Assign work
 - Lead effective virtual meetings
 - Assess performance
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Additional Information:

Benefits for the Individual: Improved efficiency and effectiveness as a virtual leader More productive virtual employees and teams Stronger relationships with virtual employees/colleagues Higher employee engagement More effective communication Improved performance from virtual workers
Benefits to the Organisation More productive virtual employees and teams Higher employee engagement More effective communication Better results

Further Information:

For More information, or to book your course, please call us on 0800/84.009

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