

Leading Virtual Teams

Overview

This workshop provides tools, skills and techniques to lead a virtual team. Although these teams share some similarities with local, in-person teams, they also have many differences. Leading a cyber-team requires understanding the issues and techniques of collaborating and communicating via electronic means. Participants will understand how being a virtual team affects workers, the issues involved, and how to communicate with virtual team members.

Objectives

- Identify the characteristics of virtual teams
- Understand the challenges and opportunities of leading virtual teams
- Define four key strategies for leading effective virtual teams and building trust
- Identify what virtual team members need and expect from virtual team leaders
- Identify technologies for working on a virtual team and how to apply them effectively
- Apply virtual team leadership techniques in times of organizational change

Who Should Attend

This interactive course is for virtual team leaders who want to enhance their team's performance and communicate more effectively.



What is a Virtual Team?

When we see people face to face we get a sense of how they are feeling. Being in close proximity gives us an advantage. We see visual cues about what's being discussed. Co-located teams also have the advantage of getting to know each other and discuss project issues via casual conversations at lunch, on breaks, in hallways, etc.

The tipping point of being a virtual team is a separation of 50 feet between team members.

Team members could be:

1. On a different floor of the same building
2. In a different building in the same town, city or country
3. In a different city
4. In a different country
5. Working from home
6. A mix of all of these

As a virtual team leader it's important not to underestimate small distances (e.g., different floors of the same building).

Virtual team leaders have special challenges when it comes to leading their virtual teams! Fortunately there are valid tools and techniques to overcome these challenges.