



# Leading in a Virtual Environment

Leaders have a tough job; they need to motivate, develop, engage and guide the people they lead through today's challenging times. That job is made even harder when the teams they lead are virtual and they don't have the benefit of face-to-face time for feedback and developmental conversations. It's also harder for leaders to read the climate and mood of a team that's fully virtual, making it tough to shape culture and engagement.

The Leading in a Virtual Environment session is designed to help your leaders explore their core leadership strengths and challenges when leading in a virtual environment so they can be more effective in their remote roles.



## Who is it for?

The session is suitable for leaders at all levels and uses a simple four-colour framework, along with a personalised profile, to help leaders consider the impact of their personal preferences and leadership approach on those they lead.

Leaders will be able to consider their impact specifically in a virtual environment.

The session is suitable for leaders who:

- Lead virtual team members, or are virtual themselves
- Want to improve their virtual leadership approach
- Want to learn more about the strengths and challenges of their leadership style

By becoming more aware of their strengths in communicating with and motivating others, leaders will be able to get the most from their teams, especially within the virtual environment.

## Learning objectives

The two-hour session is supported by a pre-session e-module and post-session job aids to help your leaders apply their learning in the workplace. As a result of the session leaders will:

- Explore core leadership strengths and challenges when leading in a virtual environment
- Learn about how their virtual leadership approach influences those they lead
- Identify ways to become more effective and productive in their virtual leadership roles

## Delivery

The Leading in a Virtual Environment session is a two-hour virtual event using virtual conferencing technology. The session is designed so that your learners can enjoy interactive exercises and group discussion, while being guided through engaging learning content by an expert facilitator.

## Learner commitments

- We want you to be fully engaged with the facilitator, your fellow learners and the materials as you move through this virtual experience
- We encourage you to commit fully to your personal development by completing the self-directed learning
- A webcam is highly recommended
- You'll need a quiet space to allow full participation and concentration
- If you cannot get a fully private space in your office or home please let everyone around you know you are engaged in a learning experience
- Please treat this programme as if you were in a room with others for a face-to-face experience

## Virtual session agenda

### Explore core leadership strengths

- The virtual context: what challenges and opportunities are you facing as a leader?
- Review your leadership profile: Leading Self, Leading your Team and Leading your Organisation
- Your strengths and areas for development
- Leading above the line

### Effective virtual leadership

- What are the qualities of effective virtual leaders?
- Exploring the four leadership qualities: Centred, Results, Visionary and Relationship
- The Insights Discovery colour energies and how they manifest in virtual leadership

### Leading others in the virtual environment

- Motivators and blockers for your team
- Balancing your leadership approach
- Communicating with impact

## Virtual learner kit

Every learner will need their virtual learning kit. This kit equips them with the information and tools they need to deepen their learning and take action back in the workplace. Every learner will need:

- **The Insights Discovery Transformational Leadership Profile** – a personalised leadership profile that provides the learner with information about how they perform across eight essential leadership dimensions, as well as an overview of their general leadership approach

In addition, the virtual learner kit includes:

- **Pre-learning module** – a short e-learning module that learners attend before their session to understand the basic concepts they'll be exploring
- **Communicating with Impact job aid** – this document helps leaders understand what their team members need from them, based on their unique preferences
- **Leading Above the Line job aid** – this job aid lets leaders explore how they can adopt 'leading above the line' behaviours and how they can tap into each of their four colour energies authentically
- **Motivators and Blockers activity sheet** – this activity sheet helps leaders explore what different kinds of motivators and blockers there are, and which may apply to themselves – and the people they lead
- **Digital Leadership Blocks** – a graphic that can be applied to email signatures to show leadership preferences; useful for building an open team culture where preferences are acknowledged and appreciated