



# Virtual leadership

## Leading employees from a distance

### Seminar objective

The goal of the seminar is to provide managers with methods for successfully and efficiently leading employees and teams across spatial distances. Even a virtual team must and wants to grow together. We will show you what needs to be considered in this process. Strategies and methods for addressing group dynamic processes and dealing with small and large obstacles as well as the available communication tools will be discussed. Establish social rituals, establish team roles and enjoy agile collaboration with your virtual team!

### Seminar content

#### Basics of virtual leadership:

- Distinction of traditional leadership methods compared to virtual leadership
- Working under new requirements and conditions
- Asserting leadership and staying in the lead
- Working virtually: A question of inner attitude

#### Methods of virtual leadership:

- Create supportive methods and rules
- Ritualize processes: Create identification even at a distance
- Create a structured framework for communication with individual employees
- Create rules for collaboration in virtual teams: Zoom, Teams and Skype
- Consciously manage personal impact in the virtual space
- Lead hybrid teams digitally
- Pulling together

#### The individual at the spotlight:

- Virtual group dynamic processes.
- Dealing with feelings of isolation and distance
- Virtual team development
- Motivating employees

#### Technical structures that fit your requirements:

- Bottleneck factors: distance and communication
- What technical options can compensate for the weaknesses of traditional leadership behaviors?
- Dealing with emails: They cannot replace conversations
- Video conferencing, teleconferencing, same-time messaging tools - what do you use for what?

#### Putting it into practice:

- Tips for increasing communication competence
- Reflecting on your own practical cases
- A plan for transfer

#### Course ref.

F2016

#### Participants

not more than 9 participants

#### Schedule

1. Day: 10:00 - 17:00  
2. Day: 09:00 - 16:00

#### Location & dates

##### Online seminar

19.06.2023 – 20.06.2023  
09.11.2023 – 10.11.2023

##### Münster

19.06.2023 – 20.06.2023  
09.11.2023 – 10.11.2023

##### Frankfurt am Main

13.03.2023 – 14.03.2023  
05.10.2023 – 06.10.2023

#### Fee

980,00 € (ex. VAT)  
1.166,20 € (inc. VAT)

Included in the price: Working documents, certificate of participation, lunch and coffee breaks.



### **Methodology**

Moderated exercise sequences Exchange of experiences and discussion Reflection on one's own leadership style Short trainer inputs Simulation of everyday situations

### **Target audience**

The seminar virtual leadership is aimed at everyone who works in a virtual team or leads a virtual team.



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