



Leading Teams in the new Now

Create the conditions for high performance collaboration
for teams shifting between remote and onsite work

5 week remote course
7 September – 9 October 2020

Increasing the amount of remote work leads to a new set of challenges for teams: We miss the closeness of our social connections, the creativity of face to face brainstormings and the openness in virtual meetings.

Learn to overcome the challenges of increased remote collaboration. Learn to create trust, closeness and openness in virtual environments and experience a whole new level of efficiency and performance in your team!

Course Summary

Increasing the proportion of remote work can seriously impact the most important ingredient of any team: It's psychological safety.

By intentionally creating an environment of trust, closeness and humanity, you will not only boost the productivity and creativity of your remote team, but also learn a lot about leadership in general.



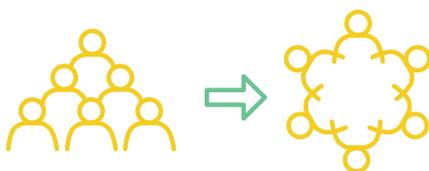
(Virtual) team meetings

The only occasion when your team meets in person. How do you create a meeting culture that invites people to open up and speak freely?



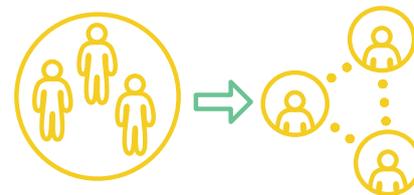
Asynchronous communication

How do you manage communication when team members don't work at the same time because they benefit from a higher level of flexibility in working hours?



Intentional team culture

Studies show that the amount and quality of feedback and appreciation decrease when teams increase the amount of remote work. How do you establish and maintain a healthy team culture when you don't regularly meet in person?



A virtual social life

Effective teams share some kind of social activities. The less your team shares a physical space, the fewer the possibilities for a chat or social exchange. How do you create that social space in a virtual environment?

Our goal for this course

We at Tjikko strive to create sustainable change with teams – change designed around the needs of people. In this course you will not only gain knowledge, but also the expertise and confidence to apply your learnings into your daily life.

Knowledge

- Psychological safety
- Methodology & Tools
- Social team life
- Radical transparency and open communication
- Remote collaboration

Application

- Digital tools and methods to apply in your own meetings and workshops
- Set up an iterative process to improve the virtual collaboration of your team
- Create trust in virtual meetings
- Transferring team rituals to a virtual collaboration setting

Experience

- Use our Remote Collaboration Canvas to create an inclusive remote team culture
- Design and deliver virtual meetings & workshops
- Prototype and iterate virtual team rituals
- Give and receive feedback & appreciation

Learning design

This course is designed as a 5 week remote learning experience with weekly input and training sessions as well as some individual and group work. We estimate an average investment of 6 hours per week for this course.



Weekly Input

We will provide you with weekly inputs to study on your own behalf. This is a mix of our own contents and external sources.



Online Session

In our weekly online sessions we will explore tools and methods that allow you to transfer the weekly inputs back into your daily life.



Peer Training Session

Weekly training sessions will equip you with the confidence to apply your learnings in your own team.



Individual preparation

Expect some additional individual work for preparation of workshops and meetings, as you will be delivering your own virtual workshop during the 5 weeks.

How you will learn

This course follows an experience based learning approach. We will provide input and set the guarding rails for your learning experience. Then it's up to you to jump into action, exploring possibilities, discovering new ways of doing things and uncovering the best way for yourself and your team. We will accompany you through the learning process and coach you on your way.

As your facilitators, will encourage you to try out new things, lean out of your comfort zone and give feedback to one another.

Contents

Communication

Discover what it means when your team switches from synchronous to asynchronous communication. How can you make sure everyone knows what they need to know for them to deliver the best possible results? How can you minimize misunderstandings and be crystal clear in our communication? Gain the mindset and the tools for being open and transparent, to create shared channels, documents and share progress in your work.

Collaboration

When we don't communicate face to face often, the side notes of messages tend to get lost and emotions are much less likely to surface. Creating and maintaining a healthy team culture supports your team in forming strong bonds and in making sure the needs of everyone are reflected in the way your team works. What are your rules and expectations? Who takes which roles and responsibilities in a project? How often do you reflect on your collaboration and how do you plan and deliver iterations?

Virtual meetings

The occasions when a team shares time and space get much more important for teams that are shifting to remote work. But it can also be quite challenging to plan and run virtual meetings. We will explore how to create trust in virtual sessions. How to unlock people to speak up to their needs and emotions. How to spark creativity in virtual brainstorming sessions. And which tools and methods help you to design and facilitate virtual meetings and workshops.

Getting social

We are all born as social human beings. Feeling socially disconnected from other members of our team will not spark our motivation and dedication towards reaching a common goal. How can we maintain healthy social connections to the members of our team? How do we appreciate the work others do? How do we ask for, receive and give feedback?

Self Leadership

Everyone we have been talking to who practices remote work for some time tells us the same thing: It's all about your own ability to lead yourself. How can we be mindful about our own needs? How do we reflect on our collaboration as a team? What works for us and what does not? And do we overcome the autopilot and make sure that we apply our reflections into our work life?

Who you will learn from

This course will be held by Claudia Widmann and Christian Stocker.



Claudia is one of two founders of Tjikko and former COO at the leading Swiss digital agency Hinderling Volkart. She led the cultural transformation of the agency, established new ways of team collaborating and facilitated the co-creation of new agency processes, integrating leaders of every unit and specialists among all disciplines. Claudia has been transforming team and company cultures for clients and companies in many different industries, leading teams to success from a wide range of starting points.



Christian is one of the two founders of Tjikko and former Head of Consulting & Strategy at the leading Swiss digital agency Hinderling Volkart. He has been leading interdisciplinary teams with members working onsite, from home or anywhere on this planet.

Driven by the belief that location or origin should not restrict us from working with the best fitting team members or best talents, he has been experimenting with remote facilitation and remote leadership for years.

Course fee

The course fee is CHF 1400.– (exkl. VAT)

The price includes all material.

Join

To sign up for the course, please contact us (see details below) or visit our website.

Questions?

We are very happy to answer any of your questions about this course. Just call or drop us a message!

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