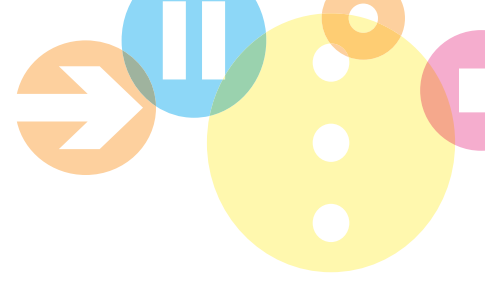


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# Running powerful meetings and collaborating in hybrid and global teams



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## Hybrid working

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### PROGRAMME OUTLINE:

For most people, their whole working life shifted online from the beginning of 2020. Since then, we have learnt to collaborate in new and flexible ways, using rapidly developing technologies to connect and collaborate with colleagues, clients, customers and stakeholders. Our meetings have adapted to reflect that the majority of people have been working remotely, usually from a home office, spare bedroom or kitchen table.

Now, however, organisations are beginning to plan for the next phase and consider how and when people might return to offices. The concept of *hybrid working*, a blend of remote and office working, is adding to the pre-existing complexity of globalisation. The challenges associated with asynchronous teams have suddenly expanded beyond boundaries of geography and time-zone; suddenly teams who were used to working together in single offices will be faced with meeting and collaborating in an entirely new and different way. The hybrid model offers significant benefits to employees and the organisations they work for, and in time it will become the *'new normal'* way of working. In the short term, teams of all shapes and sizes will need help to develop a new set of *rules, structures and behaviours* that will enable them to *adapt quickly* and continue to function at *peak performance*.

This highly interactive programme helps participants understand the mechanics of running powerful meetings and collaborating effectively in hybrid and global teams. Providing practical tools and techniques that can be put into practice immediately, it helps participants to:

- *Establish rules and structures to make meetings effective*
- *Understand the essential behaviours for meeting and collaborating in hybrid and global teams*
- *Create purpose and outcomes to build clarity, consistency and accountability*
- *Ensure fairness and equity in contributions from team members, regardless of where or how they may be working*
- *Unlock influential behaviours that will ensure the meeting is impactful for everyone*
- *Learn new ways of connecting and collaborating with people separated by space and time*

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### PROGRAMME FORMAT AND DURATION:

120 minutes. Run as a virtual session so participants can join from anywhere.

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### GROUP SIZE:

For groups of up to 12 participants.

**For more information, send an email to [info@designed4success.co.uk](mailto:info@designed4success.co.uk) or call us on +44 (131) 357 0369**

