

How to Help Your Team Develop the Essential Skills to Work Remotely

In times of crisis and changing circumstances, it's not always feasible to have clear remote-work policies and training in advance. Even when there's little to no time to prepare, there are fortunately, specific steps leaders and managers can take to improve productivity, collaboration, and culture of remote workers.

1. Help your employees foster the right mindset and environment

From the get-go, communicate what you expect from your employees during this time. Outline what work can be conducted via email and what constitutes an urgent request.

This helps not only set boundaries, it removes any ambiguity that they need to be working with one tool and that everything is urgent because they're offsite.

2. Provide different tool options for open communication and collaboration

Give your team options for different communication and collaboration needs. Consider using video conferencing for stand-ups or anything where it might be important to be able to read someone's facial cues.

For the times where quicker collaboration is necessary—think sales decks, marketing collateral production, or code development—text-based, mobile tools are great.

3. Encourage additional learning and professional development

Several universities and business groups are offering courses either for free or at reduced pricing, all that weren't available pre-Coronavirus.

Everything from Photoshop to Sprout Social and HubSpot, there are endless courses on Coursera, LinkedIn Learning, or General Assembly for your employees to consider.

4. Productivity is important but so is social interaction

Without a line between office and home, it's easy to dedicate all of your time to work. In meetings, dedicate the first five or 10 minutes to connect socially with your team. Or, host virtual happy hours once a week.

It might seem elementary but asking how they're doing or what they're looking forward to once the pandemic is over, goes a long way.

At Hunt Club, we have a dedicated team to help teams navigate the process, and we are here to help you through it. Find more resources on best practices around virtual recruiting, onboarding, and how to plan for the next quarter from a talent perspective, in our dedicated resource center: huntclub.com/blog/covid-19.