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presents

Location Doesn't Matter
Managing the 21st Century Workforce

Designed to address the challenges that our constantly connected world poses for managers and staff, this learning program provides a wealth of practical insight and strategies to succeed in multi-generational and geographically dispersed organizations.

This program combines our experience in leadership and performance improvement learning with our keen understanding of technology. Our extended engagement design ensures maximum retention and opportunity to apply the learning.

This dynamic program blends four rich learning components:

❖ The online *Lyve Remote Worker Assessment*

❖ A online collaborative learning network

❖ Pre- and Post-workshop webinars to extend the learning

❖ A two-day, practical workshop for managers and staff:

Day One: Why, Who, and How

- Our Diverse Workforce
- The March of Technology
- Your Organizations Telework Policies
- What Works Remotely?
- Who Can & Should Work Remotely
- Review Your Remote Worker Assessment
- The Technology or Remote Work

Day Two: Strategies & Your Plan

- Creating a Remote Work Culture
- Managing a Diverse Staff
- Remote Management Strategies
- Remote Management: Key Skills
- Building Your Remote Management Plan
- Progressing Through Change
- Applying What You've Learned

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Learning Objectives

During the **Location Doesn't Matter** learning program, participants will learn to:

- Understand the generational and cultural differences in today's workplace and their implications for managers
- List the current teleworking policies and practices for their organization
- Use the *Lyve Remote Worker Assessment* to identify challenges people may have working remotely
- Identify who in their organization is eligible and a good candidate for working remotely
- Explain the type of work best suited to being performed from home
- Discuss the career implications of remote working
- Explain the current technology supporting remote working and how best to make use of it
- Describe a workplace culture that supports remote working and how to develop it for their organization
- Explain the *Science of Diversity & the Art of Inclusion* and how to effectively manage a diverse team
- Perform individual staff analyses and identify strategies for managing individuals as they work remotely
- Establish remote working "contracts" with their staff
- Adopting project management techniques to better manage remote workers
- Communicate for clarity with remote workers
- Hold your staff and colleagues accountable for the work performed remotely
- Address concerns that upper management may have about staff working remotely
- Build a personalized *Remote Management Plan* to implement with their team
- Use the online *Progressing Through Change Assessment* to help management change in their organizations

Praise from Past Participants

"[The instructor] really knows the technology and how best to use them."

"The [Lyve Remote Worker Assessment] provided great insight. I can't wait to have my team try it out."

"I was anxious about how I was going to be able to manage people working for home. The plan we built in class is great. I feel much better prepared to work with my team now."

Flexible Design

We are happy to work with your organization to customize this program to better meet your needs. For instance, we offer this as a one-day course for NIH without the webinars or collaborative network. For OPM, we have extended the learning to be delivered across three days.

about concerted solutions

Concerted Solutions is an SBA 8(a) certified company with over 30 years combined experience in learning design & delivery and organizational performance improvement. More information is available at **www.CSolved.com**

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