

Engagement with a Remote Team

Remote Tools

When you are selecting or using remote tools it will be important to know if your organization has specified requirements for security as well as for use. Determine the requirements for your use and then select the right tool for you. You may need multiple tools to meet your needs.

Some of the features of the tools include:

- Document sharing
- Individual and group chat
- Scheduling meetings
- Meeting registration
- Recording and playback of meetings
- Video and audio
- Permissions and security for access
- Real-time contact

Remote Engagement

Engagement comes in multiple formats. Engagement needs to be provided for the team collectively as well as with your individual employees. Engagement can also be quick energizers or more focused on building competencies.

Teams

Energizers/ Ice breakers- Depending on the size of your team, you may do these activities with all members or selected team members each week.

- Week in review - Share three items to highlight your week in review. Could be things like high point, low point, funniest thing that happened,
- Recipe share - Each person takes a picture of something they cooked this week (success or failure) and then shares the recipe with the group
- Photo share - Each person takes a picture of their workspace or something in their office they are proud of
- Video share – Share a funny or personal video of their home, family or neighborhood.
- Stories – Pick a theme for each week- (When things went wrong, Good news, Learnings, Opportunities, A day in my life, Accomplishments, Failures, etc) and each person shares a story that relates to the theme.
- Pets – Share photos or videos of pets
- Water cooler time – Scheduled time to just come together and laugh / talk. Perhaps a happy hour if appropriate.
- Quick check in every morning, use emoticons to keep it light

Team Building

Games

Who's most likely to?

The leader has a list of phrases like “Who is most likely to get stopped for speeding? Who is most likely to sob because of a sad movie? Who is most likely to read the most books?” Everyone holds up an index card with the name of the person they believe would be most likely to perform the activity which could also be themselves.

Guess who?

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A version of 20 questions. One person thinks of a famous person or place and the rest of the group asks yes/ no questions in order to guess the person / place.

Baby pictures

Each person submits a baby picture (or graduation picture, wedding picture etc.) to the leader in advance. The leader compiles them into a PowerPoint or word document to share with the team to guess who it is.

Hometown artifact

Each person identifies a hometown artifact and shares it with the group to talk about what makes it special to them about their hometown.

Scavenger hunts

Provide a list of things (3-5) each team member is to find in their home, neighborhood or area and take a picture to share with the team on a scheduled date. They could be specific items like “someone riding a bike, a flower in bloom, your favorite meal” or more abstract like “something that makes you happy, something that keeps you motivated, a talent you have”.

Competency building

Select a competency you would like your team to be prepared to discuss such as: critical thinking, problem solving, conflict management, decision making, etc. Set an hour for the discussion and ask your team members to come prepared with an article, tool or technique to share with the group which is relative to the topic.

Have a special project your team is working on (like strategic action items) and come together on a regular basis to share progress, barriers, questions and ideas.

Conduct a brainstorming session to identify ideas or possibilities around a topic set in advance.

Brainstorm the competencies your team would like to learn more about. Assign each person one of the topics and let them put together a one-hour team building session to share techniques, tools and concepts around the topic.

Employee

Individual engagement can be focused on checking in to make sure they are ok, what they need for motivation, staying current. Keeping a chat window open and doing one-on-ones are important to each individual's engagement.

Development opportunities are an additional employee engagement opportunity.

Know each individual well enough to think about how they may be responding to circumstances so you can proactively approach them on issues, concerns or engagement.

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Remote Engagement Etiquette

No rules have been established to really establish policies or rules for how people will use video/ audio capabilities when using remote tools

Some considerations may include:

- Clothing/ attire

- Surroundings

- Video on/ off

Perhaps organizations need to consider appropriate use of remote tools for types of meetings.

Organizations may also need to provide the appropriate training for all employees to be able to use the remote tools to the level of expectation set by the organization.

Video conferencing can be more efficient as you can read body language for the visual cues about people's engagement and understanding.

Showing up on video may be a benefit to your leader as recognition to your contribution.

Some people may prefer not to show their home environments.