

How to Be an Effective Remote Manager

GoSkills online course syllabus

Skill level

Beginner

Lessons

21

Pre-requisites

No prior experience needed

Video duration

1h 9m

Estimated study time

1h 9m

Instructor

Mitch Simon

Introduction

1 Making the switch

As you embark on your journey as a remote manager, you'll be faced with unique challenges as well as unique opportunities for success.

Creating Room for Fun

2 Hosting a dinner party

A meeting should be treated the same way you approach a dinner party.

3 Meeting warm-ups

When in person, conversations naturally happen as meetings kick off, and with virtual meetings, it's important to compensate for this.

4 Getting your team energized

The fastest way to lose people's attention online is with meetings that don't have three crucial elements.

5 Spending time celebrating

Celebrating small wins is a proven method for helping teams achieve goals faster.

Setting the Tone

6 Cameras on, everyone!

Engagement comes from body language and facial expression.

7 Recognizing mood

Humans are emotional beings with a logical brain, and they need to connect both logically and emotionally to get maximum engagement.

8

Right people in the room

Having the right people in the right room create the best space for innovation and decision making.

Creating Space for Vulnerability

9

Fostering transparency

Transparency is key to building trust and faith within your team.

10

Showing vulnerability

Vulnerability is closely tied to results, and thus, it's important to be vulnerable.

11

Allowing for empathy

Remote team members can't be together physically, and they need to know that they are cared for even when they are not there.

Cleaning Up Broken Promises

12

Repairing broken promises

When remote, the quickest way to lose trust is to break promises.

13

Sharing priorities

Making priorities visible showcases that team members care about the outcomes, which allows you to spend more time on how you deliver and how you feel.

14

Avoiding Remote Conflict

Conflict is unavoidable, even when your team isn't together in person.

Avoiding Micromanaging

15

Denouncing micromanagement

People can't complete deep work when their bosses and team members are interrupting them in the middle of it.

16

Increasing trust

Building trust when people are "off-campus" is empowering and has people want to do their best work.

Navigating Mistakes and Breakdowns

17 **Sharing failures**
With remote teams, it is harder to learn from being around others, so it is important that team members are quick to share failures and learnings.

18 **Celebrating your shortcomings**
It is vital when teams are separate to demonstrate a growth mindset, which means you should embrace celebrating your failures.

19 **Welcoming feedback**
Creating a space where team members feel they can share their thoughts, good or bad, is important to building trust and keeping your team engaged.

20 **Leaving time to learn**
When your team is separated, it's important that you do your part to help those around you continually learn and improve.

Conclusion

21 **Managing effectively**
Thanks for watching this course!

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