

12 Leadership Strategies for Managing Remote Workers



With a remote workforce it's challenging for corporate leadership to keep teams aligned and focused on company goals. What's more, it's a challenge to keep employees motivated, engaged, and enthusiastic. Leaders need to adapt to this new business reality by leveraging technology, inspirational leadership, and transparent business practices. What's certain is leading remote teams will not go away. As remote work continues to be the new business as usual, we put together a list of tips to help you mature and extend your remote work policies to support your remote teams and departments from anywhere.

For remote work to be successful at your company these are the categories you should consider:

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1. Move your video communications out of harm's way

Hackers are targeting and breaking into video conferencing platforms causing your meetings and data to be compromised. Video conferences hosted through web-based applications are no longer reliable. By using video conferencing solutions within virtual containers, the content of your conversations stays safe and doesn't leave "the room".

Bluescape, trusted by the highest ranks of the federal government, functions as a single, secure container keeping all your critically private business protected. Bluescape is software agnostic and integrates with your favorite tools, making it the only solution to provide this level of security, and as long as you have a video conferencing solution, you can open it up in a Bluescape container.

Without hacks, your information and IP stay safe.

2. Replace “catch-up” meetings by staying on top of progress

[75%](#) of managers say they trust their employees, but a third say they'd like to be able to see them, just to be sure. Know what each of your teams is currently working on and see their progress unfold every day.

Bluescape is the next best thing to being in the room with your employees. Keep tabs on how teams are collaborating and the progression of projects in real time from anywhere, allowing you to see every step of the project rather than waiting for the final result. Check in any time of day, get summaries and

transcriptions of discussions you weren't a part of and decisions that were made without you. By bringing all related aspects of a project into one workspace for reviews, feedback and approvals, the entire team is shown a holistic view of team progress and the timeline. Bluescape is software agnostic and integrates with all your favorite tools, making implementation for IT and adoption for your employees seamless.

With everyone on the same page, you can track on-time completion of projects, deliverables.

3. Centralize all your content

Decentralized content is wasting time and energy leading to inefficiencies and lower productivity. According to [GlobalWebIndex](#) research in 2019, the majority of workplace app users waste 30 minutes per day just switching between different tools. 30% of workers claim that a lack of a standard process for workflow disrupts their ability to be productive.

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Bluescape centralizes all your content and apps within one workspace where you can access and interact with everything you need without ever leaving the page. Bluescape is software agnostic and integrates with your favorite tools, making implementation seamless for your IT department and a relief for your employees.

Reduce frustrations from “hunting” for content and information you need.

4. Visually communicate your company’s purpose and goals, consistently

[The Deloitte Millennial Survey and EIU Societal Purpose](#) revealed “a resounding message that the success of business should not be measured on profit alone”. In fact profit as a sole measure of success was rejected by 92 percent of Millennials and 71 percent of business leaders. Now more than ever, your employees need to be reminded of your “why,” where you’re going and how you’re going to get there.

With Bluescape, you can inspire and remind remote employees what your company’s purpose is, its vision, and the goals important to growth and employee engagement. Within the security of the container, you can give access to this sensitive information. Hold online discussions and review your company’s plans with employees all within Bluescape.

With motivation comes action. Measure the uptick in productivity as well as employee wellbeing, employee engagement, and retention.

5. Centralize communications around content (think outside the inbox)

According to an [Adobe survey](#), respondents reported spending an average of 209 minutes checking their work email and 143 minutes checking their personal email, for a total of 352 minutes (about five hours and 52 minutes) each day. Loaded inboxes steal time and prevent productivity.

By moving your communications and integrating direct messaging apps into Bluescape, you focus your discussions around your centralized content.

This further prioritizes action steps and progress that otherwise must be recalled after a meeting ends and transferred to another screen or app. As your communication history, notes and changes are time stamped within Bluescape, teams in different time zones can easily make sense of the day's progress and seamlessly keep their work and contributions going.

Measure for efficiency by tracking milestones and project turnaround time.

6. Make a habit of getting feedback from your people

In a [Deloitte study](#), sampling of C-level executives showed that over 40 percent of respondents expect they will increasingly place more focus on facilitating the exchange of ideas, the flow of conversations across the organization, and providing greater autonomy at team and individual levels. Encourage feedback and the even exchange of information by giving your employees a place and process to do so.

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Bluescape provides a space for feedback discussions to take place around all your centralized content. It creates the potential for various types of workspace feedback: note cards (which can be anonymous), comments, marking-up documents. The flexibility helps gather input on ideas and document questions that are key to your feedback process.

Measure the quality of collaboration, number of new ideas generated, and even employee morale.

7. Increase engagement in your meetings by assigning someone other than the leader to moderate team video conferencing

Allow team leaders to focus on delivering key information, while designating a moderator to run the meeting, focus on asking questions and engage each member of the team. This balances the participation rate, and ensures everyone has an equal share of voice.

Meeting within a Bluescape workspace allows people to contribute not only verbally, but digitally as well.

With the ability to post notes, respond and raise questions while the moderator guides the collaborative discussion, the meeting transforms to become an exchange of "many to many" instead of one to many. In effect, no one needs to fight for their turn to speak and everyone can peacefully interact simultaneously.

Monitor the quality of interactions and who contributes during meetings.

8. Reward productivity and performance by giving back time

79% Of the US workforce reports being productive only 3 hours a day. We are still transitioning from the era of punching the clock for compensation. This approach has not credited employee efficiency and has slowed production. Rather than tracking time, record milestones and deadlines and reward for the effective completion of assignments.

Bluescape enables a greater degree of efficiency as the amount of administrative tasks to prepare for and lead meetings are reduced. Additionally, the time it takes to find information is reduced, allowing you to accomplish more. Reward employees with bonuses and/or personal time to spend with their family when they are more efficient and meet project deadlines.

Track efficiency; total number of assignments completed.

9. Measure health and wellbeing against productivity

44% of the American workforce feels burned out on a regular basis. Prior to the pandemic, depression was causing American's to lose approximately 172 million work days a year. That's over \$51 billion lost in productivity.

Companies need to support the health and wellbeing of their employees. Health and wellbeing and company projects need to be managed equally. Teach your

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managers and team leads to engage weekly with the team and individual employees, too. The interaction should be human-centered, inquiring into how people are doing, how they are managing their stress, or adapting to working remotely.

Use anonymous surveys to monitor the health and wellbeing of your employees.

10. Focus on productivity and progress

We have lost the familiarity of structure from the in-office workweek. Host regular, virtual meetings to discuss projects and progress. This helps create a sense of accountability for your employees to stay organized and on task.

At the team level, set regular check-ins to set project based goals, review progress, and discuss impediments. With Bluescape you can host team meetings to review and plan work.

Track progress on key deliverables.

11. Be extra vigilant in maintaining your company culture

Although company culture has historically leaned almost entirely on in-person engagements, it is time to consider how you can adjust your resources to cultivate a remote-work culture. Leaders should focus their efforts on creating ways for teams to connect, stay informed, and have fun together.

Host weekly town hall meetings to keep employees informed about business updates, answer questions, and even have fun together while online. These virtual gatherings help everyone connect and feel connected.

Involve teams in collaborative contests and games that drive camaraderie and promote teamwork skills. If you have a tool that allows you to interact beyond just seeing each other, you can drive deeper engagement despite being apart. Bluescape allows people to interact with each other and the content on the same screen, at the same time, from anywhere.

Measure employee satisfaction linked to remote working by using questionnaires or surveys.

12. Create a flexible PTO policy

A [Deloitte study](#) revealed that one in four professionals say they never or rarely take all of their vacation days. To combat burnout and prioritize health and wellbeing, ensure your employees take personal time away from work and feel supported. Although people are working remotely, it doesn't mean they cannot or should not take a day off.

Encourage employees to take time off. Assure them that this is important and emphasize that it is fully

supported by leadership. Set a precedent that you value time away by recognizing employees who have been productive and rewarding them with personal time. By engaging with your employees one on one, or by enlisting a health specialist, you can acknowledge who may require a nudge to take time off.

Track use of benefits, employee wellbeing through questionnaires and surveys.

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ABOUT BLUESCAPE

Bluescape, a leading collaboration workspace solution, enables companies to innovate, collaborate, and work together more efficiently. Its online whiteboard gives dispersed teams a visually-rich, interactive platform to work and share multiple third party applications, documents, multi-media and web content simultaneously. Users can write, draw and add notes in real-time in the digital space to work more creatively in and beyond meetings. Founded in 2012, Bluescape is based in San Carlos, California and is a wholly owned subsidiary of Haworth. Visit Bluescape and follow us on Twitter, LinkedIn or Facebook.

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