



The Consulting Team, LLC
Facilitating Positive Change

650-965-3663

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Leadership Tips June 2, 2020: How to Inspire Your Team Virtually

 <p>Dr. Marilyn Manning Founder and CEO</p>	 <p>Craig Harrison</p>	 <p>The Consulting Team FACILITATING POSITIVE CHANGE</p>	 <p>Kathy Citron</p>	 <p>Stewart Levine Esq.</p>
 <p>Richard Lonergan, MA</p>	 <p>Victoria Smith-Raymond</p>	<p>The Consulting Team, LLC 945 Mountain View Ave. Mountain View, CA 94040 www.TheConsultingTeam.com (650) 965-3663</p>	 <p>Susan G. Schwartz, PMP</p>	 <p>Nataly Shinkova</p>

Message from Dr. Marilyn Manning



Dear Friends,

Today we have to create innovative ways to communicate virtually. While there are rewards in this virtual world, there are also many distractions. That is why I am finding it even more important to practice deep listening.

When you are listening:

- Are you mindful and totally focused?
- Are you able to summarize accurately what the person just said?
- Do you genuinely want to know the other's point of view, or are you thinking about your next Zoom meeting?

We know when someone is truly listening and connecting with us. It makes us feel valued, respected and special. When we listen deeply, we not only improve our connections and relationships, but we learn something new. Deep listening helps us understand why someone is acting in certain ways, lets us get into their shoes, and allows us to feel compassion and empathy rather than judgment. This issue will give you tips on listening.

We also invite you to join us for our complimentary Zoom trainings and conversations. It's our privilege to share our expertise and let you know that we care.

Very Best,
Dr. Marilyn Manning
(650) 965-3663
M@TheConsultingTeam.com

In this issue of *Leadership Tips*:

1. Tuesday, June 9: Zoom discussion with managers and supervisors, 1:00-1:45pm Pacific. (No Charge)
2. Tuesday, June 16: Zoom training on stress-relief techniques, 1:00-1:30pm Pacific. (No Charge)
3. Article: How to Inspire Your Team Virtually
4. Select online offerings of most relevance today
5. 1-to-1 Tele-coaching available for a variety of challenges
6. Additional June/July training topics: Virtual collaboration on June 23; Giving Feedback Remotely on July 14. (No Charge)

Register Now

FREE 45-min. online event on Tuesday June 9, 1pm:
**Facilitated Discussion
with Managers and Supervisors
in the Age of COVID-19**



Senior Associate Kathy Citron facilitates this complimentary discussion

***Solving the Management Challenges
Created by COVID-19***

Please join us for this free 45-minute Zoom session,
for Managers and Supervisors

- Is it challenging to keep your team engaged and motivated during this crazy time?
- How do you address your team's needs and still meet the required goals of your employer?
- Is it challenging to give negative feedback when times are so different?

Let's share ideas, successes, and solutions to meet these new demands
Please attach suggested discussion topics or scenarios when you register.

Wednesday, June 9, 1:00 pm Pacific.

Limited space: confirm your seat and receive log-in details
when you use the registration button above or below this announcement.

Register for this free discussion
now

FREE 30-min. Live Online Training on Tuesday June 16, 1pm: **Is Your Stress Over-the-Top?** Learn 5 No-Fail Coping Tips



Senior Associate Craig Harrison facilitates this complimentary virtual training

Are you ready to exhale?

Working from home introduces additional stresses to the existing anxieties brought on by delays and deadlines, budget crunches, bottlenecks and miscommunication.

Learn self-care tips for maintaining your physical and emotional well-being while working from home:

- Relieve tension from your temples to your toes
- Employ breathing techniques for stilling your mind, heart rate and breath
- Re-center yourself and improve your concentration
- Optimize your work environment for more productivity, creativity and focus

Tuesday, June 16, 1:00 pm Pacific.

Limited space: confirm your seat and receive log-in details when you register using the button below.

Register for this free training



How to Inspire Your Team Virtually

In this time of uncertainty, managers need to be more creative in order to inspire and keep their staff engaged, focused, and happy. This month our team is addressing some of the challenges managers and supervisors are facing in these constantly changing times. Most of the managers we are coaching agree that inspiring staff is really hard to do virtually. Inspiring and motivating others is about creating a climate and culture that appreciates talent. It's also about building employee allegiance to the organization through developing mutual trust and respect.

So how is it done? It's done in ways both big and small. Here are 4 tips for employee engagement.

1. Be Generous — Show Personal Interest

With potential budget cuts, we may have to find other ways to reward people. We could make provisions for wellness, staff training, mentoring, and coaching. The key to being generous is to be generous with your time by showing sincere personal interest in everyone on your team. Ask regularly, "How are you doing? How's your family? Your parents?" Take the time to learn about their hobbies and special interests so you can not only engage on a business level, but also on an informal personal level.

Often little things carry a lot of weight. Showing employees through your actions that their contributions are an important part of your organization's success can help reinforce the degree to which employees feel valued and appreciated. Look for new ways to show your gratitude. Remember getting cards and handwritten notes in the mail? With 100's of emails bombarding us daily, opening snail mail and finding a note of praise could be a wonderful surprise and show how much you care.

2. Offer Professional Development Opportunities — Coaching and Training

Are you committed to your team's professional growth? Now is a good time to ask each team member what they would like to include in their individual professional development plan. It might be new skills, broader experience, personal coaching, or training for potential advancement.

Many organizations offer executive coaching to their top leaders, but seldom to other valued employees. Using an outside coach can be rewarding and invaluable in giving a person someone they can be totally open with, someone with an outside and often broader perspective, and someone who will not judge them. Consider offering a few

coaching sessions to your top performers to help them hone some skills and feel newly inspired. When people feel you are investing in their future, it builds loyalty and trust. When you ask people how they want to grow and learn, they know that you sincerely care about them.

3. Show Recognition and Respect

We all want to feel appreciated and valued, to feel listened to, and be recognized for our contributions. Recognition can come in many forms: awards, gift certificates, acknowledgement in newsletters, e-zines, and especially giving specific praise one-on-one and/or during team meetings.

We usually think of recognition in terms of gifts we can put in peoples' hands, but one of the best gifts you can give an employee is *your time and respect*. This could mean encouraging them to work their own way or empowering them to make more decisions.

Managing virtually can make effective delegation of tasks especially challenging. We are inundated with countless virtual meetings and time pressures which affect our ability to communicate thoroughly and informally. It might be tempting to be more abrupt when delegating or even to micro-manage, two practices that will make your employees feel disrespected. Make sure to ask each team member, "How am I doing?" What could I do more of or less of?" A word of caution: if you ask for feedback, just reply "Thank you." Never give a reason or explanation. And never say "That was not my intention." A simple apology or thank you works best.

4. Encourage Individuality and Uniqueness

Appreciate individuality. Let employees be and express themselves. Create an environment and a culture where individuality can flourish. Inspire the different styles and generations you are leading. Understanding what motivates Boomers and Generations X, Y and Z members is key to maximizing each generation's engagement with your mission, vision and values. When you recognize each individual's contributions, their engagement soars. For some, give more context, for others more validation, for some soft skill training, and for some more autonomy.

In Summary

Are you flexing your approach to inspire and engage your diverse team?

- Be Generous – Show Personal Interest
- Offer Professional Development Opportunities – Coaching and Training
- Show Recognition and Respect
- Encourage Individuality and Uniqueness

Our new Online Trainings for Today's World:

(from 90 Minutes - 3 Hours)

Ask for our June/July discount

Collaboration Tools for Leaders

Creating high performance teams and human alignment is essential to building a strong culture of results and success. This training provides proven systematic models for critical ways of thinking, engaging, and being that enable sustainable high

performance, successful outcomes, personal growth, engagement, and satisfaction, even while leading from home. Learn the right mindsets and critical communication tools to engage others and to create human alignment and shared vision.

Managing Crisis and Change: Surviving in a State of Flux

In a time of crisis, it is especially critical to navigate the territory well for ourselves, our co-workers and families. This session will provide the tools you need for moving through change and self-care so you can proactively navigate and land smoothly in a new reality by using the stages of processing trauma to know where you are and what's next.

Applying Emotional Intelligence in Uncertain Times

During times of uncertainty people look to their managers to provide clarity that will enable them to deal with chaos, overcome challenges, and achieve shared goals. Emotional Intelligence equips managers to recognize their own and others' behaviors and make choices to improve workplace performance and productivity. This session will provide you with easy to implement tools you can apply immediately.

For information on outlines and scheduling contact [Marilyn Manning](#)

You can also reach us by phone: (650) 965-3663

Get A Boost from 1:1 Tele-Coaching



During challenging times our role as a supervisor, manager or leader can put you in unfamiliar situations without experience to fall back on. We can help.

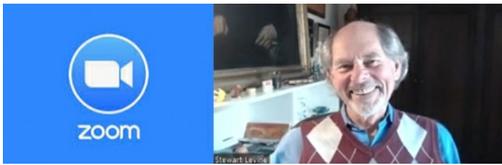
Our 1:1 Tele-Coaching helps new supervisors and managers, directors and c-suite leaders identify and address unique challenges:

- Have critical conversations to head off conflict
- Coach stability in the midst of change
- Stay positive and keep your team positive
- Get the most of your 1-on-1's while leading remotely

To learn more about our Tele-Coaching please contact [Marilyn Manning](#).

You can also reach us by telephone: (650) 965-3663.





How to Use Collaboration to Strengthen Your Virtual Team
Facilitated by Stewart Levine, Esq.

Creating high performance teams and human alignment is a critical aspect of building a strong culture of results and success.

- Come share challenges keeping individuals or teams on track while working from home
- Come hear solutions for how to do it
- Leave with a renewed sense of confidence

**Tues. June 23,
 1:00-1:30PM**



Giving Constructive Feedback Remotely
Facilitated by Susan Schwartz, PMP

Giving in-person feedback can be challenging. It often requires a special set of skills. In our virtual workplaces, effective feedback can seem nearly impossible. learn how to:

- Prepare to deliver feedback remotely
- Deliver remote feedback via telephone or video meeting room
- Provide effective feedback follow up

**Tues. July 14,
 1:00-1:30PM**



Contact The Consulting Team to learn more about our online training, one-to-one virtual coaching and consulting assistance for leaders and employees.

The Consulting Team
 — FACILITATING POSITIVE CHANGE —

945 Mountain View Ave
 Mountain View, CA 94040
 650-965-3663

Get In Touch

