

Leading Accountable Remote Teams

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A RESEARCH SUMMARY

Leading Remotely: What Managers need to Keep Teams Engaged (Kluch, 2020)

<https://bit.ly/2Zpguli>

- Individualize your approach.
 - Be flexible and accommodate when you can. Everyone's situation at home is different.
- Communication is critical.
 - Keep intentions clear, reinforce priorities, understand and address barriers.
 - Schedule regular check-ins to maintain relationships.
- Accountability
 - Managers must assess and hold team members responsible for their performance.
 - Use technology to implement project management tools.
- Trust
 - Allow room for creativity and encourage people to take risks.
- Be open to discovery.
 - There are many lessons to be learned from this newer way of working.
- Expand technology support if possible.
 - Dedicate resources to resolve technical difficulties.

How to Make Sure Your Remote Team Actually Gets Work Done (Jones, 2020)

<http://bit.ly/2LHO8kw>

- Prioritize transparency across tasks, and goals with a project management system to track progress and ownership.
- Integrate communication methods to keep employees stay connected.
 - Messaging apps help employees behave more like a team.
 - Video meetings and phone calls in place of or in tandem with email can add clarity.

5 Tried & True Tips for Respectfully Keeping Remote Team Members Accountable (Eads, 2018)

<http://bit.ly/3bOiegT>

- Establish expectations. Without policies, employees and supervisors can disconnect.
- Aside from email, instant messaging can allow faster resolution of everyday issues.
- Schedule regular meetings and remain flexible with availability.
- Use a project management tool to track progress with assigned ownership of tasks.
- Get the team together on occasion to create connections and a sense of belonging.

*Unity is strength. When there is teamwork and collaboration,
wonderful things can be achieved.*

Mattie J.T. Stepanek, American poet

Change is the law of life.

Those who look only to the past and present are certain to miss the future.

John F. Kennedy, 35th President of the United States