Creating a high performance team remotely

#01

What do I need to be aware of?

While remote work creates challenges, wellbeing and performance can be enhanced, if we create the right conditions.

#02

What is most important to get right?

Remote work has increased working hours by 30% for some employees, diminishing productivity and leaving many people feeling that they are 'always on'. Establishing new ways of work that enable team members to switch on when they need to, and switch off when they want to, is essential.

#03

How should I start this?

We used to have natural micro-breaks built into our day, created by commuting and trips for coffee. In remote work, we need to schedule these breaks. Block three 10-minute meetings, during each working day, and use them for brief recovery activities, such as going for a short walk.

#04

Where can it be hardest to get clarity and what should I do?

Many workplaces shifted to remote work models without adequate time to prepare or information about best practices. Now remote work is set to become the norm for many teams, leaders may find themselves overwhelmed with ideas, but lack the clarity to identify which ideas are likely to work best in their organisation.

Rather than trying to identify the perfect idea to implement, leaders should focus on progress, and how they can increase the number of learning cycles.

#05

How do I bring other people into this?

Create a forum for team members to share their ideas for improving remote work performance, with a voting system to determine the most popular. Commit to translating the most popular ideas into measurable micro-experiments.

#06

Where is it common to get stuck?

Remote work can make it difficult to detach, which many people experience as the 'Zeigarnik effect'; a tendency to remember jobs that remain unfinished better than completed tasks. Simply taking the time to list these tasks can help to switch off from them.

#07

How do I judge if this is successful?

Select one idea that you would like to put into practice. Allocate a budget to resource the idea, set a start date to implement it and define a time-scale during which you will test the idea, so you can better isolate the effect. However, it's important to remember that building high performing remote teams will likely require regular experimentation. So, accept that there will be failures, and frame these failures as learning opportunities.

#08

If I want to learn more, where should I look?

Read Cal Newport's 'Deep Work', where he describes how to achieve success in a distracted world.

Also listen to him talk about it on the 'Growth Equation' podcast.

Tips and Tricks Sheet