



How to Manage a Hybrid Team

A Live Interactive Online Course

Course Overview

Imagine yourself in five years after mastering the skills of a Hybrid Work Manager: You can connect with team members anytime, anywhere, and you're driving breakthrough change and innovation in your organization with speed and effectiveness.

Now, let's talk about today's reality: Endless meetings, video chats full of "Oh no, you go" moments, ghosting, email replies that show up a week later, and digital tools creating more miscommunication, angst and confusion.

The How to Manage a Hybrid Team Course is designed to help leaders and managers drive industry-changing communication and teamwork in our hybrid working world. Empowering you with the tools you need to lead with more competence and confidence, and less stress and frustration, this course can be accessed anytime, anywhere, in any part of the world.

Course Topics

- Critical Elements of Hybrid Work Leadership
- Ownership and Accountability, No Matter the Distance
- Authentic and Inclusive Team building

SYLLABUS

BREAK SILOS, ELIMINATE UNNECESSARY EMAILS AND MEETINGS, REDUCE CROSS-TEAM DYSFUNCTION, AND ENHANCE ACCELERATED COLLABORATIONS.

Become a Great Hybrid Work Manager

- Learn the critical elements of a great hybrid work manager.

What Makes a Great Hybrid Work Manager?

- Learn how to communicate effectively in hybrid work, decode digital signals that build or erode trust and how to unlock value from hybrid teams.

The Hybrid Team Agreement

- Learn the foundational 10 Questions critical to define success on a hybrid team. Understand the key strategies to drive performance, be inclusive and mindfully communicate as a leader and across your team.

How to Sustain Successful Hybrid Teamwork

- Move from team agreements to sustaining the value proposition of long term hybrid work. In a series of videos, learn how to sustain behavior change across 4 categories: team spirit, meeting culture, digital communication and collaboration tools.

Team Skills for Hybrid Work

- Understand and apply the critical areas for all hybrid work managers to consider, ranging from effective onboarding to culture building to cross silo collaboration, career opportunity growth and managing up. Experience worksheets and toolkits to support you on your journey to growth!

MEET YOUR INSTRUCTOR

ERICA DHAWAN IS A GLOBALLY RECOGNIZED LEADERSHIP EXPERT AND KEYNOTE SPEAKER HELPING ORGANIZATIONS AND LEADERS INNOVATE FASTER AND FURTHER, TOGETHER.



Erica has spoken, worldwide, to organizations and enterprises that range from the World Economic Forum to U.S. and global Fortune 500 companies, associations, sports teams, and government institutions. Named as one of the top management professionals around the world by Global Gurus, she is the founder and CEO of Cotential - a company that has helped leaders and teams leverage twenty-first-century collaboration skills globally. Her writing has appeared in dozens of publications, including Fast Company and Harvard Business Review. She has an MPA from Harvard Kennedy School, MBA from MIT Sloan, and BS from The Wharton School.

Trusted by the World's Leading Organizations

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CHASE



STUDENT TESTIMONIALS

“

Erica is a talented coach. Before taking this course, I was struggling with my confidence to effectively lead my hybrid team. I'd recommend this course to hybrid executives and managers who want to better lead their teams.



Rob Berk

CEO, Apprentice

“

I loved this course! Erica gave my leadership team and I actionable steps to take to become effective hybrid and remote leaders. Now, we feel empowered to mitigate miscommunication and confusion and focus on doing great work together.



Maesha Shonar

Consultant at Ernst & Young

“

Erica offers a great combination of real-world stories and actionable advice that's especially relevant now. As a manager of globally distributed teams, I've found the concepts to be very useful and they've helped me lead more inclusively and effectively. Thanks Erica!



Ibrahim Ayub

Manager, PWC

FAQ

IF YOUR QUESTION IS NOT ANSWERED HERE, PLEASE EMAIL
INFO@COTENTIALGROUP.COM



Is this course right for me?

This course is made for anyone who engages in hybrid communication – so, basically, everyone. Erica works with everyone from teachers and doctors adapting to remote work to the world’s leading international organizations that have been working digitally to some extent for many years. If digital communication has ever caused you anxiety or if you’ve ever experienced a digital misunderstanding, this course is for you.

Does this course provide certification or CLE credits?

Yes. Erica Dhawan provides a Hybrid Work Manager certificate that you can share to validate your completion of the course and to showcase your expertise as a manager.

Do you offer discounts for groups taking the course?

At the moment, we are unable to accommodate group discounts. To set up a workshop or webinar for your group, email erica@cotentialgroup.com.

How long will I have access to the course?

Your enrollment includes lifetime access to the course!

What is the time commitment like?

The time commitment is up to you. The course modules are fully on-demand, so you can take the course at your own pace and come back to it anytime.