

HYBRID TEAM AGREEMENT

ALIGN
AND
CONNECT



Developing a
framework for
hybrid
collaboration as a
team

© NEOFAKTUR

WHY?



HYBRID TEAMS NEED COMMON ORIENTATION.

In this workshop leaders and their teams define fitting guardrails, methods and tools for post-pandemic, hybrid collaboration.

Workshop goals:

- team agreement definition
- meeting structure & etiquette set up
- team communication synchronisation
- expectation management for availabilities

THE WORKSHOP.

"Hybrid work is this incredible invitation to really get good at building inclusive cultures."

- Shane Metcalfe



Organizing and synchronising hybrid collaboration together with your team.

Coordinating core times. Defining sync times. Deciding on office days. Choosing collaboration tools and communication channels.

Matching individual work preferences with the needs of the team.

Deciding on weekly meeting plan and ensuring that everyone adheres to the meeting etiquette.

Duration: 4 hours online.

GETTING THINGS DONE



WORKSHOP RESULTS.

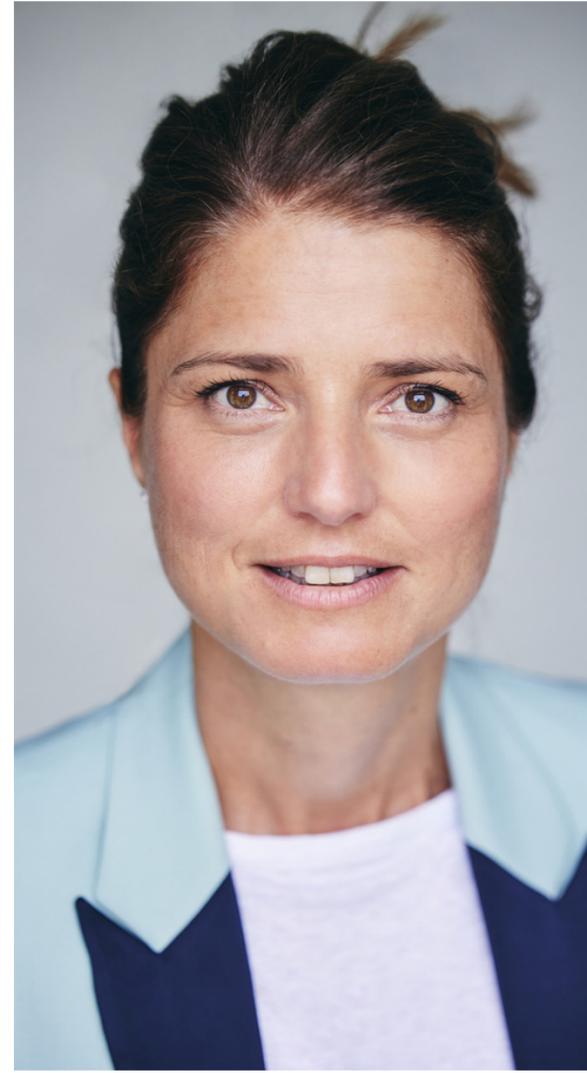
In this workshop we will develop a comprehensive team agreement for hybrid collaboration, configured and decided upon by the team as a whole. While doing this, your team is actually "team building". The team agreement ensures that the team remains connected and in sync, regardless of whether in the office or remote.



KATHRIN MANN

Communication Expert
and Consultant

kathrin.mann@neofaktur.com



JULIA VON DEWITZ

Strategy Expert
and Consultant

julia.von.dewitz@neofaktur.com

Kathrin Mann is an experienced consultant, entrepreneur and executive coach. As a consultant, she is familiar with the start-up & corporate environment and offers methodical knowhow and the toolkit that is needed for sustainable implementation and change. As an entrepreneur, Kathrin knows what it means to assert oneself as a woman in business. As an executive coach, she supports managers in communicating clearly, asserting themselves authentically and radiating self-confidence - especially when it comes to female empowerment.

Julia von Dewitz is an experienced (ex-BCG) consultant with focus on strategy, innovation and transformation processes. She is convinced that companies are truly successful – be they start-ups, scale-ups or corporations - when their strategy is fully understood, accepted and internalized by each and every employee. Due to her university background in science, Julia combines analytics and precision with the ability to bring people together and to motivate them to their utmost potential. Management teams and executives in international companies value her skills in prioritizing and straightforward communication.

WWW.NEOFAKTUR.COM