

Your employee is interested in learning new skills with AMA. Beyond helping you both achieve your goals, here's why that's an excellent idea.

AMA Seminars offer your employee:

- **Extensive practice in a supportive environment.** You really can't learn new skills from an app. You need to experience it, practice it, and get personal attention to the details that make a difference. There is simply no substitute for learning by doing.
- **Feedback from experts.** Our instructors are not professors—they are practitioners in the field, focused on what works now in the real world. Participants agree instructors make a difference and have rated our faculty 4.83 out of 5 stars. What's more, your employee will be learning alongside peers from other organizations gaining insight and knowledge from other industries and expanding their professional network.
- **Tools and techniques designed to improve performance.** Our courses are instructionally designed to make a difference in performance, which is why 99% of participants report they are using what they learned back on the job after taking one of our courses.
- **An Experience.** Yes, we know two or three days seems like a lot. But dedicating that time to truly master new skills is worth the time and money. And we're not just saying that--our customers agree: 98% of participants would come back for another course.

Still feel like you can't spare your employee for a training session?
Take a look at [our live online courses](#) which minimize time away from work.

Either way, remember that we don't lecture—we accelerate performance.

Need help? Contact 1-877-566-9441 or visit www.amanet.org/2280

Leading Virtual and Remote Teams

Lead cohesive long-distance teams that can actually outperform face to face teams

Workplaces around the world are enjoying the power and opportunities of being linked virtually through technology. However, many virtual teams do not succeed because they fail to recognize that virtual collaboration has to be managed in specific ways. The leader of a virtual or remote team must successfully apply special insights and techniques to guide performance and work relationships with employees who may be hundreds or thousands of miles away.

This powerful three-day seminar is designed to help you build truly synergistic and effective long-distance teams. You will return to work with the tools and methods you need to manage and lead virtual and remote teams with success and complete confidence.

How You Will Benefit

- Identify the unique competencies of virtual leaders and team members
- Recognize team need for relationships based on tasks and team member distance
- Select and use effective tools, techniques and technology designed specifically for virtual teams
- Manage performance from a distance more effectively
- Utilize best practices for building and maintaining trust and connection in virtual and remote teams
- Develop virtual team meeting facilitation skills and learn to use influence skills in a virtual environment

What You Will Cover

- Identify the concerns you face as a virtual team leader and what your team members need from you
- Articulate how time and culture affect remote team interactions
- Apply a proven and successful virtual team model
- Identify strategic ways to build trust within virtual and remote teams
- Choose the best technology for the work you are doing
- Define virtual team members' roles and responsibilities to maintain team focus on goals, objectives, and tasks
- Discover and apply proven techniques for effective and engaging conference calls
- Facilitate techniques for creative problem solving and brainstorming
- Effectively develop and use rules of engagement in order to facilitate team longevity, productivity, and goals

- Utilize your insights as a team leader to coach and motivate your team to achieve effective performance
- Develop a plan to implement personal leadership skills and build successful team performance

Who Should Attend

Managers, senior managers, directors and project leaders of global and/or geographically dispersed teams.

Special Feature

AMA Blended Learning combines instructor-led training with online pre- and post-seminar assessments, tune-up courses and other resources to maximize your training goals. Through a blend of proven instructor-led seminars and powerful online technology, AMA Blended Learning provides a compelling and more comprehensive experience for the learner—producing a greater return-on-investment for the employer and the seminar participant.

Schedule

- [2] days - \$2,345 Non Members
- [2] days - \$2,095 AMA Members
- [2] days - \$1,984 GSA

Credits

1.2 CEU

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