

# Rapid Remote Leader Preparation Plan

## The Situation:

As the concern of COVID-19 spreads, many organizations are thinking about their business continuity plans. Remote work is one part of that plan. Executives and leaders need to be equipped with how to enable their organizations to make the fast transition to remote work in order to keep productivity high, while protecting the physical and mental health of their people.

## The Solution:

- Virtual Work Insider's Rapid Remote Leader Preparation Plan will help executives focus on implementing the right virtual leadership principles and communication norms to enable a successful transition to sudden remote work.
- The output of the process will be a customized summary of principles and norms, plus Virtual Work Insider tools and frameworks that can be scaled to the full organization.

## Rapid Remote Leader Preparation Plan

Price: Varies depending on scope. [Contact us](#) for quote.

### Strategy: Development of Virtual Leadership Principles & Norms

- Situation assessment – understand the state of the business and key needs
- Draft virtual leadership principles and norms;
- Research and finalize content

### Presentation: Facilitated Discussion with Executive Team / Key Decision Makers

- Deliver presentation on virtual leadership concepts and facilitate discussion to decide principles and norms
- Provide tools and frameworks to use with the broader organization
- Access to subject matter expert advice during Q&A portion of meeting

### Execution/Distribution: Deploy Information to Organization

- Codify outcome of discussion into revised deck and/or one pager to be rolled out to the entire organization or function
- Assist in roll-out process - could include presenting output as part of a company-wide or function-wide webinar

\*Assumes all meetings done virtually.

\*\*This does not include facilitating virtual leadership skills training



Sacha Connor is the Founder of Virtual Work Insider, a consultancy that coaches organizations to work seamlessly across any distance. Sacha specializes in training geographically distributed teams within companies and agencies, and Virtual Workforce Employee Resource Group (ERG) creation.

Sacha has 18 years of business leadership experience at a Fortune 500 company and also agency-side, and 8 years of experience leading large, distributed teams fully remotely.

As one of the first remote marketing directors, she led brands worth over \$250M and was the first fully remote member of the leadership team for a \$1 billion division at The Clorox Company. Sacha founded the first-ever Virtual Workforce ERG which enabled inclusion across office sites, taught virtual work skills, and influenced the C-suite about how to adapt for the future of work.

Sacha has consulted with companies including Toyota, Beam Suntory, Cigna, and FIFCO. She has spoken on this topic at events for many companies including Colgate-Palmolive and M Booth, and in forums like FlexJobs' TRaD Conference and Remote Year's Future of Work Summit. Sacha has been published or quoted by outlets such as The Wall Street Journal, SHRM, The Network of Executive Women and Lehigh University.

Sacha's Speaker Reel: <https://youtu.be/3GZ7IKtG4g>

Website: <https://virtualworkinsider.com/>

[sacha@virtualworkinsider.com](mailto:sacha@virtualworkinsider.com)