



*ADAPT is a Human Resources Community Initiative supported by the European Union under the ESF*

### **Product 3: The Management of Remote Teams**

A 1-day course for HR professionals with an interest in the topic of teleworking. Many organisations in Ireland today are either contemplating a change in working arrangements, or are in the process of doing so. This course should provide much of value, addressing as it does major telework management and operational issues.

This course has been designed as a 50-50 hybrid – partly as a skills training workshop and partly as a study course in the academic sense, i.e. having the aim of increasing knowledge, awareness and reflection about wider issues and implications.

Upon completion of this course, the participants should have a clear appreciation of the principles around tele-teamwork and tele-co-operation. They should have an understanding of the procedures and policies that need to be in place for telework to be successful. They should have an ability to address the change management process required to implement telework methods, and a clear understanding of the limitations and drawbacks associated with this work organisation method.

The course will focus on four major areas of interest:

- The rationale and benefits of teleworking.
- Management issues relating to the introduction and successful implementation of teleworking. These will include Human Resource issues monitoring, controlling, leadership, and communication issues.
- Practical aspects of implementing teleworking arrangements, including questions of individual requirements and task division.
- The reality of teleworking in Ireland.

A Resource Pack will be provided to all participants.

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