

# Virtual Leadership Bootcamp

## Sample Program Overview



**PRC**  
POWERS RESOURCE CENTER  
CREATING A CULTURE OF CONNECTION

## Program Overview

We Love Leaders Corporation (WLL) is committed to providing our remote leaders with resources and tools they need to grow and flourish in our current workplace reality. Our goal is to build connected teams where people get to do the best work of their lives.

The Virtual Leadership Bootcamp program is an "invitation only" 15-week cohort program that incorporates skill building and experiential, virtual leadership workshops, insightful book reads, powerful

self-assessment tools, company case studies, group coaching, online progress measurement and video learning bites by WLL subject matter experts.

The program will conclude with a graduation ceremony with success stories and "wins" shared by participants and their managers.

It's about mindset, presence and impact and providing experiences and conversations that position our leaders for success.



## Outline of Virtual Leadership Bootcamp Program

Complete a skill and confidence level leadership assessment with the participant and their manager. Compare ratings, discover opportunities, align around development goals.

### **VIRTUAL KICK OFF EVENT: 2 HOURS**

1. Introduction to program, expectations and requirements
2. Assign coaching triads
3. Review technology and how to use it
4. Finalize leader goals and development plan on feedback platform, choose supporters and get started!

### **FOLLOW UP:**

- Read - Dare to Lead, Part One



## Weeks 1-4

### Module 1: Managing at We Love Leaders Corporation

Three 90-minute virtual sessions. One coaching session.

#### WEEK 1

- The Role of Values at WLL (customized)
  - What it means to live out WLL vision and values in our day to day interactions as leaders
  - WLL case studies
  - *Remote Leader Tool: How to talk about vision and values with our remote teams*
- Understanding Expectations of a WLL Manager (customized)
  - **Get Stuff Done** – workflow, quality, productivity, time management, directing and delegating
  - **Show Up** – mindset, team mentality, EQ/DISC, you make the weather, see something - say something
  - **Manage People** – talent management and performance management, coaching, goal setting, expectations, feedback, hiring, firing, one-on-one's

#### FOLLOW UP:

- Online Reflection/Journaling

#### WEEK 2

- Moving from Bud to Boss– gaining respect as a new manager
  - New manager mistakes and how to avoid them
  - The shift from “me” to “we”
  - WLL SME presentation

- Managing Remote Team Productivity
  - 8 steps to effective delegation
  - Using technology for priority and time management
  - *Remote Leader Tool: How to use a virtual Scoreboard to track progress*

#### FOLLOW UP:

- Online Reflection/Journaling

#### WEEK 3:

- The Importance of Emotional Intelligence
  - Knowing my management approach using DISC
  - Building a resiliency mindset
  - *Remote Leader Tool: Communication strategy to share my DISC Style insights with my team*

#### FOLLOW UP:

- Online Reflection/Journaling
- Debrief Module 1 insights with Manager

#### WEEK 4:

- Virtual Group Coaching Session #1 with an Executive coach

#### FOLLOW UP:

- Online Reflection/Journaling
- Read ~Dare to Lead, Part Two

## Weeks 5-9

### Module 2: Talent Management - Hiring and Retaining Our Top Talent

Four 90-minute virtual sessions. One coaching session.

#### WEEK 5

- Building Skills as a Remote Hiring Manager
  - Asking great interview questions
  - Using the STAR method of interviewing
  - *Breakout group activity: Interviewing practice*

#### FOLLOW UP:

- Online Reflection/Journaling

#### WEEK 6:

- Goal Setting for Remote Teams
  - How clear goals and roles build trust
  - Directing and delegating using DISC
  - Leveraging reach out strategies to check on goals at 30, 60 and 90 days
  - *Remote Leader Tool: How to build alignment and commitment through collaborative goal setting conversations*

#### FOLLOW UP:

- Online Reflection/Journaling

#### WEEK 7:

- Communicating Expectations and Intentions in a Remote Environment
  - Discussing job role and performance expectations
  - Agreeing on remote team behavioral expectations
- Building a feedback culture
  - Providing effective feedback to your remote team
  - Addressing different styles

- Asking for feedback regularly from your team
- WLL SME presentation

#### FOLLOW UP:

- Online Reflection/Journaling

#### WEEK 8:

- Using Strong Coaching Skills to Build Trust
  - Knowing when coaching is the right call
  - Using the GROW model of coaching
  - Developing your team using DISC
  - *Remote Leader Tool: How to Use GROW for any coaching conversation*

#### FOLLOW UP:

- Online Reflection/Journaling
- *Remote Leader Tool: Remote Team Coaching Planner*
- Debrief Module 2 insights with Manager

#### WEEK 9:

- Virtual Group Coaching Session #2 with an Executive coach

#### FOLLOW UP:

- Online Reflection/Journaling
- Read ~Dare to Lead, Part Three





## Weeks 10-12

### Module 3: Managing Remote Team Performance

Three 90-minute virtual sessions. One coaching session.

#### WEEK 10:

- Having Empowering 1-on-1s with Remote Team Members
  - Determining purpose
  - Knowing where to focus, setting intentions and creating outcomes
  - *Breakout group activity: Practice having a 1-on-1 discussion*

#### FOLLOW UP:

- Online Reflection/Journaling
- *Remote Leader Tool: One on One Discussion Planner*

#### WEEK 11:

- Identifying High Performers/High Potentials
  - Managing your top performers and keeping them engaged
  - Recognizing skill gaps and how to address them
  - Having competency conversations
  - Building a business case for promotions
  - *Remote Leader Tool: Using a 9 Box to Understand Team Performance*

#### FOLLOW UP:

- Online Reflection/Journaling

#### WEEK 12:

- Addressing Low Performers
  - Learning how to manage a performance improvement plan effectively
  - Knowing when to get your manager involved
  - Having an effective performance review conversation
  - *Remote Leader Tool: Performance review dialogue guidelines*

#### FOLLOW UP:

- Online Reflection/Journaling
- Debrief Module 3 learning with Manager
- Complete the Five Behaviors Personal Development Assessment





## Weeks 13-15

### Module 4: Building a Strong Remote Team

Two 90-minute virtual sessions. One coaching session.

#### WEEK 13:

- Building Team Cohesion With The Five Behaviors model
  - Building trust
  - Engaging in productive conflict
  - *Remote Leader Tool: Trust Building Activity and Agreements for Productive Conflict*

#### FOLLOW UP:

- Online Reflection/Journaling
- Read ~ Dare to Lead, Part Four

#### WEEK 14:

- Building Team Cohesion With The Five Behaviors model
  - Gaining commitment and alignment
  - Practicing accountability

- Experiencing collective results
- Using DISC to build a motivational culture on your team

#### FOLLOW UP:

- Online Reflection/Journaling
- Debrief Module 4 Learning with Manager

#### WEEK 15:

- Virtual Group Coaching Session #3 with an Executive Coach
- Program Impact Survey



# Virtual Graduation Ceremony

90 Minutes

- High level review of program topics and how they are applying them day to day
- Review of progress based on feedback
- Graduation celebration!

