THINK productive

Leading Hybrid Teams

Manage outcomes, give control, build trust

How do you manage a team you can't always see?

Remote and hybrid working used to be viewed with suspicion. Now it's simply how most teams operate, at least some of the time. But that shift raises real questions leaders are still working out: what do "office hours" mean when everyone's schedule looks different? Is high-value work even possible when you're rarely in the same room? What role does tech actually play in making hybrid work, rather than just enabling it?

Delivered by one of our expert consultants, all of whom work remotely themselves, this three-hour interactive workshop covers both the strategic thinking and the practical tools you need to lead a productive, agile, happy and well-informed hybrid team.

A fully customisable session

We recommend:

In-person or online | 2hrs | Up to 20 people

What you'll learn & do

This workshop empowers your teams to:

- Master the four modes of hybrid working, and when each one applies
- Build and maintain trust within a hybrid team, without needing to see people to know the work's getting done
- Recruit and onboard for hybrid success, not just in-person habits translated badly
- Optimize meetings for hybrid collaboration, so remote and in-person contributions carry equal weight

- Explore practical ways AI can support hybrid leaders with seamless communication across locations

94% of participants would recommend our workshops

Who is this workshop for?

- Managers still figuring out what hybrid actually means day to day, beyond a policy document
- Leaders who want to shift from managing time to managing outcomes, and trust the team to fill the gap
- Senior leaders shaping culture, trust and communication rhythms across a hybrid organization
- Anyone worried about “always on” culture and burnout risk creeping into a hybrid team

What this workshop offers

- **Led by people who live it.** Delivered by experts who work remotely themselves, not theory borrowed from an office-first world.
- **Learning that lasts.** Every participant gets access to the Productivity Ninja® Academy.
- **A format that fits.** 3 hours, in person or live online, for up to 20 people.
- **AI as an ally.** Practical ways AI can support hybrid leaders with seamless communication across locations.

What you’ll do

You’ll start with the four modes of hybrid working, understanding when to lean into deep focus, collaboration, admin or social connection, and how to help your team recognize which mode they’re in. From there, you’ll dig into what actually builds trust in a hybrid team: shifting from managing time and visibility to managing outcomes.

You’ll also cover the practical mechanics that get overlooked when everyone’s suddenly hybrid: recruiting and onboarding people who may never set foot in an office, optimizing

meetings so remote contributions carry equal weight, and sharing knowledge across a team that isn't always in the same room. You'll leave with strategic perspective and practical tools you can put into action immediately, not just a better feeling about hybrid working in the abstract.

What happens when hybrid leadership works

When leaders manage outcomes instead of presence, everything changes:

- Trust builds through results, not through who's visibly online the longest
- Meetings work equally well for remote and in-person contributors, not just whoever's in the room
- New hires onboard smoothly, even if they've never met the team in person
- "Always on" culture eases, because outcomes matter more than hours logged
- Teams stay connected and informed, regardless of where or when they're working

University of Essex

"Reassured I'm leading a strong team based on trust, and to continue with a leadership style which empowers my team." **Nicola Riley**

Benefits & Results

The most immediate benefit is a mindset shift: leaders stop trying to replicate in-person management from a distance and start managing for outcomes instead. But the deeper shift is trust. Once a team is led on results rather than visibility, hybrid stops feeling like a compromise and starts feeling like it's actually working.

What your organization gets

Managers who lead hybrid teams with clarity and confidence, less proximity bias, fairer performance management, and a culture that holds together even when the team rarely shares a room.

Birmingham Uni

"Good pace and good discussions. I've learnt ways to build trust and check in with my team."

Narinder Garcha

Why it matters

Most leaders were trained to manage what they can see, and hybrid working has quietly pulled that ground out from under them.

- Without visible presence to rely on, leaders aren't sure how to tell if the work is actually getting done
- Onboarding, knowledge sharing and meetings still often run on in-person assumptions that don't translate to hybrid
- Left unaddressed, "always on" culture creeps in, eroding focus time and increasing burnout risk

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"Relaxed, sharing of views. Friendly informal feel but with lots of very human observations which got me thinking, particularly around the culture of an organisation and how to develop/sustain that remotely."

WORKSHOP PARTICIPANT

Your workshop. Your way.

We recommend a **2 hour** workshop for a team of up to **20 people**, but like all our workshops, it can also be tailored to your exact needs.

Available options:

Formats

In-person, Online

Group size

Recommended: up to 20 | Keynote size: Unlimited

Duration

Recommended: 2 hrs | Keynote length: 90 mins-2hrs