

Remote Work Series: Implementing a Hybrid Work Culture



1

And then...

essential

unprecedented

frontline

remote
workers

PPE

remote
learning

social
distancing



2

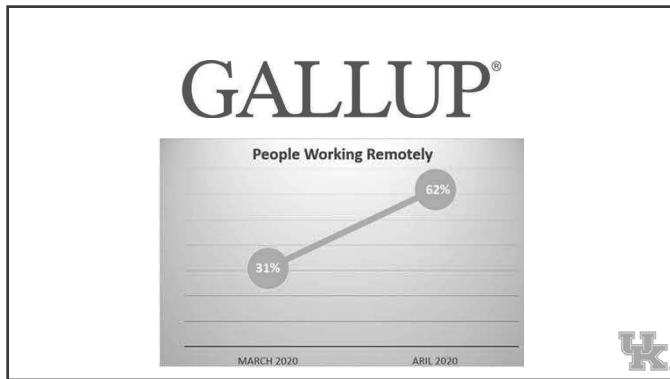
TIME

The Coronavirus
Outbreak Has Become
the World's Largest
Work-From-Home
Experiment

February 3, 2020



3



4

The future of the workplace is hybrid.

UK

5

Microsoft

2021 Work Trend Index: Annual Report

The Next Great Disruption Is Hybrid Work – Are We Ready?

Exclusive research and expert insights into a year of work like no other reveal urgent trends for leaders as the next phase of work unfolds.

March 22, 2021

73 percent of employees want flexible remote work options to stay

UK

6

A great hybrid workplace offers a great culture for employees, whether they log in from *home*, from the *office*, or a *mix*.



7

Questions...

- What is your future of work vision?
- What work can effectively be done remotely?
- How will you foster virtual leadership?
- How will you translate your culture to a virtual world?



8

What is your future of work vision?



9

What is your future of work vision?

- What needs to change and why?
- What are the top challenges?
- What is the re-imagined vision for your hybrid team?



10

What is your future of work vision?

- Additional questions:
 - How will people collaborate as one team if they're not all in the office at the same time?
 - How will culture be maintained with a hybrid workforce?
 - How will being a hybrid workplace help or hinder the operating model?



11

Establish **guidelines** up front for how to handle team collaboration and meetings... and **share** those guidelines with your team members.



12

What work can effectively be done remotely?



13

What work can effectively be done remotely?

- How critical is face-to-face interaction for the desired experience?
- Does the work itself require direct contact, or can it be accomplished virtually?
- Do team members work independently, or do they need frequent collaboration?
- Does the team require a high level of management oversight and guidance?



14

How will you foster virtual leadership?



15

How will you foster virtual leadership?

- Having an influence on people and inspiring good work
- The key is to be intentional
 - Scheduling recurring, uninterrupted time to meet with your employees
 - Ask questions about
 - what they are working on
 - what challenges they may be facing
 - how they are feeling



16

Create a hybrid work calendar or schedule.



17

How will you translate your culture to the virtual world?



18

How will you translate your culture to the virtual world?

- How will you ensure new hires feel connected to the university and its mission as well as their fellow teammates?
- How will you develop your employees to thrive in a virtual or hybrid way of operating?
- How will your customers feel valued and supported?
- How will the university community continue to thrive as a result of the work your team does?



19

Tools and Resources

uky.edu/coronavirus/employees

- On-site and remote work plans
- Link to supervisor talking points
- Link to Environmental Health and Safety checklist
- Available training on remote work



20

Tools and Resources

workanywhere.uky.edu

- Technology
- Home workspace
- Time management
- Social connections
- Supervising



21

Tools and Resources

uky.edu/hr/training

HR Training and Development

- Professional development for you and your team
- Workshops and on-demand courses
 - Supervision and leadership
 - Interpersonal and communication skills
 - Adobe and Microsoft software