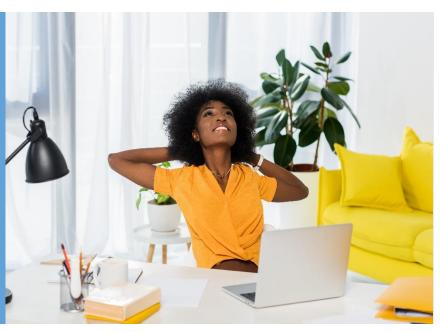
WHEN IT COMES TO MEETING OPERATIONAL MISSION REQUIREMENTS, THE ORGANIZATION'S INTENTION TO BUILD AND SUPPORT AN EMPLOYEE'S ABILITY TO WORK FROM HOME IS VITAL TO ORGANZATIONAL SUCCESS



How's it going with your employees working from home?

Remote work comes with its unique pressures and challenges, especially maintaining a healthy work-life balance. The reality is, it can be extremely hard to escape the daily grind when employees' personal life and work are both under the same roof.

Most people working at home have a hard time remembering to take breaks, stop working at a reasonable time, and even know how to structure the day. When a daily routine is like that, they may not eat properly or get enough exercise. Moreover, remote work has welldocumented notoriety for breeding loneliness and isolation.

Simple yet extremely important, lifestyle changes can improve their habits and routines to help them stay healthy and energized while working at home, like a boss! If the global pandemic has taught us anything, remote work is here for the foreseeable future.





Workshop Handbook



WHO SHOULD ATTEND?
Executives
Managers
Supervisors
Teams
Employees



CAGE CODE: 7ZEF6 DUNS: 070617896 PRIMARY NAICS CODE: 611430 My *virtual* Work From Home Like a Boss workshop will provide attendees with a step-by-step plan to work from home like a boss. They will have the opportunity assess what is not working, partner with others in the class, and build an action plan they can use immediately after the workshop.

Implement my working from home method today. I have designed engaging materials, lively discussion topics, and activities that guide participants in the following key outcomes:

- 1. Identify the benefits and challenges of working from home
- 2. Outline strategies to work from home like a boss
- 3. Develop a health and wellbeing action plan
- 4. Identify actions to support the wellbeing of staff working from home

After the workshop, participants will not only increase their ability to be more resilient and in control working from home but have a framework and checklists to plan and prepare to recalibrate, rejuvenate, and get things done.

READY TO GET STARTED?

Here's how to implement a successful strategic planning process in three easy steps:

- 1. Decide I'll help you decide who should be involved and why.
- 2. Prepare I will customize your sessions to exceed your expectations.
- 3. Deliver I will deliver the sessions in a fun and engaging way that will help reach resolutions more quickly and effectively.

Sandra Donati is a faculty member of American University's School of Public Affairs where she teaches graduate level courses in leadership development. Sandra is the President, InteGreat Peak Performance. Work. Life. Play. LLC, specializing in organizational leadership development, employee engagement, change management, consulting and coaching with over 1200 coaching hours. Prior to her retirement in 2018, Sandra was the Provost, Leadership Academy at the Pentagon Force Protection Agency (PFPA) responsible for the design and launch of the leadership academy in 2014. Her work at PFPA focused on leading change in a complex environment and teaching all levels of PFPA leaders from her Aspiring Leader Program, Leadership in Police Organizations Program, and executive level development program where she taught and graduated over 200 students.

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