



# MANAGING, HIRING & ONBOARDING A TEAM REMOTELY

**rh** Robert Half®



**Stephanie Gilliard**

VP, Legal Affairs & GC  
Colonial Downs Group



**Patrick Doherty**

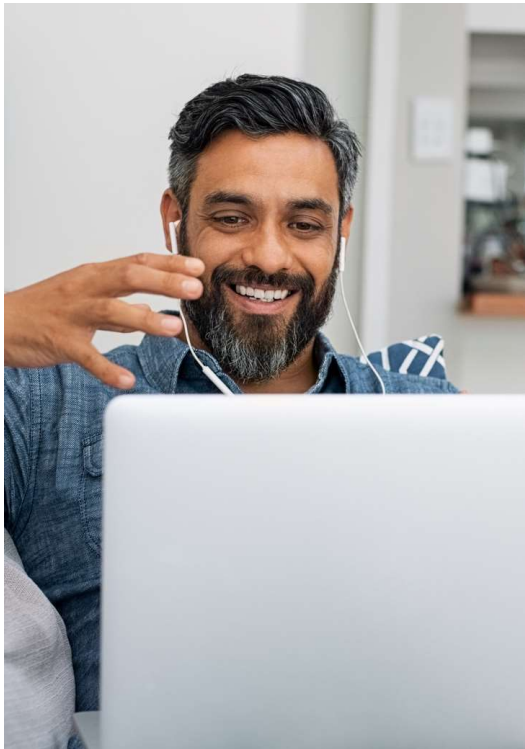
VP & Practice Manager  
Robert Half Legal



**Carri Banholzer**

Division Director  
Robert Half Legal

# Today's Agenda

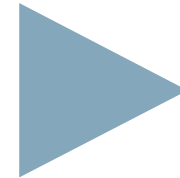


- ▶ How to **MANAGE** a remote team
- ▶ How to **HIRE** and **ONBOARD** in a fully remote process



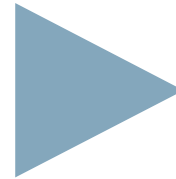
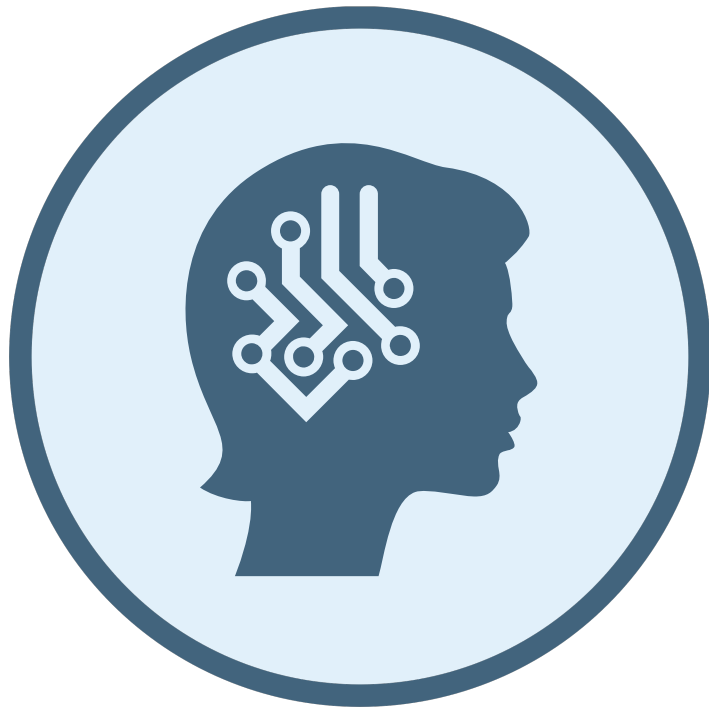


# MANAGING A REMOTE STAFF



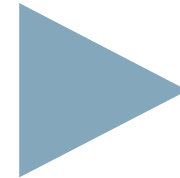
# The role of **TECHNOLOGY**

**MANAGING** A REMOTE STAFF



Let **TECH-SAVVY**  
employees lead  
the way.

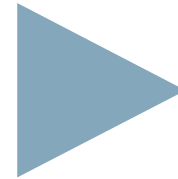
**MANAGING** A REMOTE STAFF



No amount of  
**COMMUNICATION**  
is too much.

**MANAGING** A REMOTE STAFF



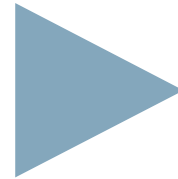


## **INTERACT**

2-3 times more  
than you would  
in an office.

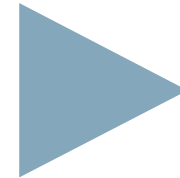
**MANAGING** A REMOTE STAFF





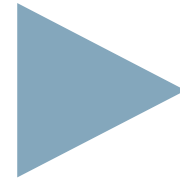
**VIDEO** is your  
new best friend.

**MANAGING** A REMOTE STAFF



**TECHNOLOGY**  
is an aid, not a  
magic wand.

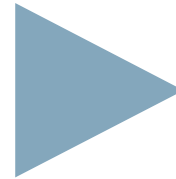
**MANAGING** A REMOTE STAFF



Be open and  
**AUTHENTIC.**

- ✓ Be upbeat.
- ✓ Be honest.

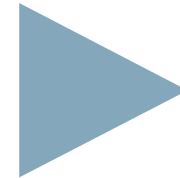
**MANAGING** A REMOTE STAFF



Lead with  
**EMPATHY.**

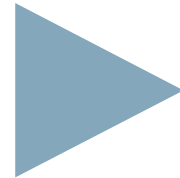
**MANAGING** A REMOTE STAFF





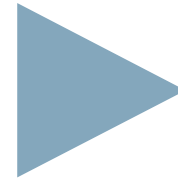
Daily **VIDEO  
CHATS** aren't  
just for business.

**MANAGING** A REMOTE STAFF



Offer generous  
**FLEXIBILITY.**

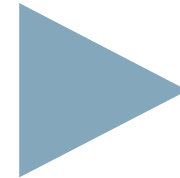
**MANAGING** A REMOTE STAFF



But work still  
needs to get  
**DONE:**

- ✓ Reprioritize projects as necessary.
- ✓ Give every project an owner.

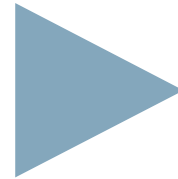
**MANAGING** A REMOTE STAFF



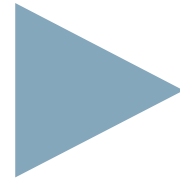
**HELP** your team  
creatively — and  
compassionately  
— serve clients.

**MANAGING** A REMOTE STAFF





Deliver bad  
news **QUICKLY**  
and accurately.

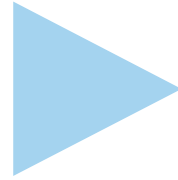


Take care of  
**YOURSELF!**

**MANAGING** A REMOTE STAFF

A man with short, graying hair and a light beard is sitting at a desk in a modern office. He is wearing a blue button-down shirt and a black leather watch with a silver face. He is holding a black smartphone to his ear with his right hand, looking down at a laptop screen. In the background, there is a large window with a view of greenery, a computer monitor, and a small potted plant on the desk.

**HIRING** REMOTELY

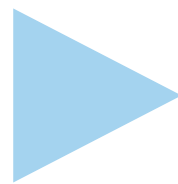


Some companies are experiencing **GROWTH** and adding employees.

- ✓ Essential services
- ✓ State and local governments
- ✓ Reshoring

**HIRING** REMOTELY





## Projects contributing to **RESILIENCY**

- ✓ SBA and CARES Act loans

**HIRING** REMOTELY



▶ Tap multiple resources to find the **RIGHT** job candidates:

- ✓ Former employees
- ✓ Current employee referrals

**HIRING** REMOTELY



▶ Tap multiple resources to find the **RIGHT** job candidates:

✓ Remote interim staff

**HIRING** REMOTELY



▶ The value of  
**SPECIALIZED**  
staffing firms:

- ✓ Accustomed to a remote process
- ✓ Pre-evaluated candidates ready to work from home

**HIRING** REMOTELY

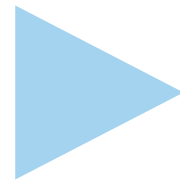




▶ The value of  
**SPECIALIZED**  
staffing firms:

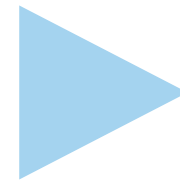
- ✓ Secure remote technology

**HIRING** REMOTELY



# Conducting remote **INTERVIEWS**

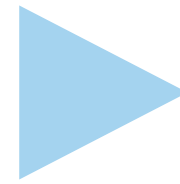
**HIRING** REMOTELY



## Conducting remote **INTERVIEWS**

- ✓ Don't try to wing it
- ✓ Prepare your technology

**HIRING** REMOTELY

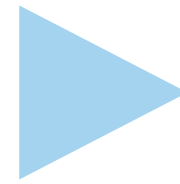


## Conducting remote **INTERVIEWS**

- ✓ Have a backup plan
- ✓ Minimize distractions

**HIRING** REMOTELY

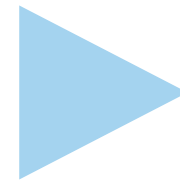




## Conducting remote **INTERVIEWS**

- ✓ Evaluate aptitude for remote work
  - ❑ Reasonably tech savvy
  - ❑ Used to taking the initiative on projects
  - ❑ Good problem solvers
  - ❑ Expert communicators

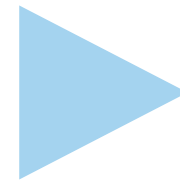
**HIRING** REMOTELY



## Conducting remote **INTERVIEWS**

- ✓ Don't forget to assess fit with your organizational culture.

**HIRING** REMOTELY



## Conducting remote **INTERVIEWS**

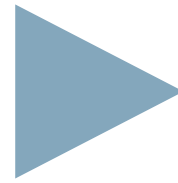
- ✓ Assess technical setup.

**HIRING** REMOTELY

A man with dark hair and glasses, wearing a light blue button-down shirt, is sitting at a desk and smiling while looking at a laptop. The background is a textured, greyish-blue wall. A semi-transparent dark blue banner is overlaid at the bottom of the image, containing the text 'ONBOARDING REMOTELY' in white.

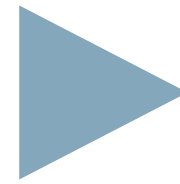
# ONBOARDING REMOTELY





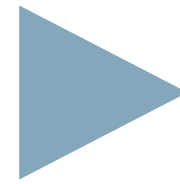
Make sure  
they're **SET UP**  
before Day One.

**ONBOARDING** REMOTELY



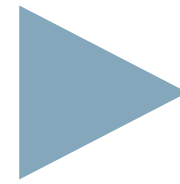
Give them an  
enthusiastic  
**WELCOME.**

**ONBOARDING** REMOTELY



Give them  
a go-to  
**CONTACT.**

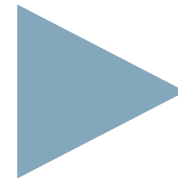
**ONBOARDING** REMOTELY



Create an  
online **GUIDE.**

**ONBOARDING** REMOTELY





Be **AVAILABLE**  
to new team  
members.

**ONBOARDING** REMOTELY



WE ALL HAVE TO **ADAPT**



# Q&A

**rh** Robert Half®

© 2020 Robert Half International Inc. An Equal Opportunity Employer M/F/Disability/Veterans.