Hybrid teams

In a hybrid team, some employees work on-site and some work remotely. Learn how to balance and effectively support the success of both sets of employees.

Different challenges – Different work situations create different challenges and needs. Part of helping your employees is doing your best to understand their individual work situations.

Employees working remotely may:
- Work more hours when they can't leave work behind
- Have children or other family competing for their attention
- Feel isolated or miss interacting with co-workers
- Experience screen fatigue if their work is primarily online
- Experience more issues with technology which impacts productivity

Employees working on-site may:
- Believe they have less freedom than those who work remotely
- Feel judged if they leave right at the end of the workday while their virtual colleagues continue
- Experience screen fatigue too if their job requires lots of time spent at a computer
- Have a stressful morning routine and/or commute
- Struggle to balance personal and work-life

What can you do? – These ideas will work in some situations but not in others. Review them to see what might work for you.

- **Create opportunities for remote workers and on-site workers to interact**

- **Create buddy or mentor systems**

- **Virtual team meetings**
  - Team building activities

- **Communicate the value and contribution of each team member**

- **Encourage balance for all**
  - [Work-life balance tips](#)
  - [Working parents](#)
  - [Caregiver resources](#)
  - [Balance](#)

- **Talk about preventing burnout**
  - [Prevent burnout](#)
  - [Burnout response for leaders](#)

- **Set expectations**
  - [Clear leadership and expectations workshop](#)
  - [Recognition preferences form](#)
  - [Supporting employee success](#)

- **Schedule breaks in team/employee calendars**
  - [Healthy break activities](#)

- **Care packages and check-ins**
  - [Feedback preferences template](#)
  - [Elicit feedback](#)

- **Acknowledge their work**
  - [Recognition strategies for leaders](#)
  - [Recognition preferences template](#)

- **Talk about it!**
  - [Creating awareness workshop materials](#)