



**BLAKE**   
**LEADERSHIP**  
Creating Leaders Worth Following

**Leadership Challenge Workbook**

Building Virtual Relationships

Week of July 2-8, 2017

# Building Virtual Relationships



In today's workforce, our teams can be stretched across the globe. We may need to work in perfect sync with someone we may never actually meet. The biggest difference between normal "face to face" relationships and a virtual relationship is that it takes much more energy to maintain the virtual one. Since the other part of your team is off in other areas of the building, city, country, or even planet, it is very easy to forget about them. Sure, you will see them at the next meeting on the video screen, but nothing in between.

That is something we need to focus on if we want to build an honest, open, trustworthy partnership. Two people cannot get to know each other if they are not willing to spend the time to make it happen. It takes open and honest communication. As Susan Scott states in her wildly popular business book, *Fierce Conversations*, the conversation IS the relationship. You must dedicate the time to building these relationships.

These relationships should be ones that matter to you. If you are not interested in spending the time building a relationship with a vendor that you will be dropping next month, that is understandable. However, if you are interested in making a virtual team come together and have each other's backs, then you will be investing in the emotional back account of that other person. It takes time, but once done, it is so fulfilling.

On the following pages, you will find a form to fill out on information to get to know the person on the other end of the keyboard or video screen. Take the time to build this relationship, and you both will be rewarded in a relationship that matters!

A Virtual Team working together as one, side-by-side,  
separated by waters, brought together by technology.

- Virtual Team Intelligence

## Contact Information

Person's Name: \_\_\_\_\_

Title: \_\_\_\_\_

Department/Division: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Time Zone: \_\_\_\_\_

At 8:00am my time, it will be \_\_\_\_\_ their time.

## Family Information

Are they married or in a relationship: ☐ Yes ☐ No How Long: \_\_\_\_\_

Name of Partner: \_\_\_\_\_

Anniversary: \_\_\_\_\_ Wedding Location: \_\_\_\_\_

Number of Children: \_\_\_\_\_

## Personal Information

Sports they enjoy including favorite teams: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Hobbies and why they enjoy them: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Favorite Book: \_\_\_\_\_

Favorite Movie: \_\_\_\_\_

Where they went to school: \_\_\_\_\_

Favorite Childhood Toy: \_\_\_\_\_

How do they like their coffee? \_\_\_\_\_

Favorite Type of Food: \_\_\_\_\_

Favorite Type of Music: \_\_\_\_\_

# Children's Information

## First Child

Name: \_\_\_\_\_ Age: \_\_\_\_\_ ☐ Son ☐ Daughter

Grade: \_\_\_\_\_ School: \_\_\_\_\_

Sports They Play (Team Name, Coaches, League): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Hobbies: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Second Child

Name: \_\_\_\_\_ Age: \_\_\_\_\_ ☐ Son ☐ Daughter

Grade: \_\_\_\_\_ School: \_\_\_\_\_

Sports They Play (Team Name, Coaches, League): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Hobbies: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Third Child

Name: \_\_\_\_\_ Age: \_\_\_\_\_ ☐ Son ☐ Daughter

Grade: \_\_\_\_\_ School: \_\_\_\_\_

Sports They Play (Team Name, Coaches, League): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Hobbies: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Other Notes

Use the space below for any additional notes that you would like to take.

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