

maxwellbond

A GOOD NEWSLETTER

EMPOWERING NEWS AND ADVICE FROM MARKET LEADERS IN MANCHESTER

DAWN SHERWOOD

DIRECTOR OF PROGRAMME AT INTECHNICA,
TALKS REMOTE LEADERSHIP, DRIVE, AND
SUCCESS.

TIPS FOR PARENTS WHO
ARE WORKING FROM HOME
FROM THE EXPERTS

REMOTE ONBOARDING

HOW TO ONBOARD NEW
STARTERS REMOTELY,
WITHOUT DAMAGING
EMPLOYEE EXPERIENCE

SAFE HAMMAD

OF ARCTIC SHORES TALKS ABOUT
PSYCHOMETRIC TESTING FOR
INTERVIEWING

3

INTRODUCTION

By Steven Jagger

4

POSITIVE GLOBAL NEWS

A look on the bright side of the news

5

MANAGING STRESS

Mindfulness during times of panic

6

REMOTE HIRING & ONBOARDING

Best practice, effective processes and top tips

7

REMOTE LEADERSHIP: INTECHNICA & NATACEA

Case study on Intechnica & Natacea's remote management techniques

9

PSYCHOMETRIC TESTING FOR INTERVIEWING

Safe Hammad, CTO of Arctic Shores gives you all the info

11

MAKING VIRTUAL CATCH UPS FUN

Quirky ideas for keeping your team social

12

BALANCING WORK AND FAMILY RESPONSIBILITIES

Advice for parent workers at home from the experts

15

AN INTERVIEW WITH DAWN SHERWOOD

Dawn Sherwood, Director of Programme, shares her story and advice

19

FEEL GOOD NEWS

News and viral stories to lighten the mood

21

LATEST CORONAVIRUS UPDATE AND ADVICE

The latest updates and recommendations

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STEVEN

JAGGER

OWNER



Following Boris Johnson's announcement, the UK will now remain in lockdown for three weeks to tackle the spread of Coronavirus. It has become imperative that businesses continue to adapt and embrace the changes that are fundamental to their continued success. Fair to say, this week for myself working from home with 2 young kids and a managing my teams focus & mental health has been.... challenging. How hard is it! It makes you appreciate the little things more and I've consciously thought about the elderly, stay at home parents and carers. Maybe after this we could do more to support these people and put new processes in place.

Business wise, we're already seeing green shoots this week with businesses we're engaging with and Maxwell Bond have changed our perspectives to look only at the positives during this period. We've focused on being a force for good and contributing to a positive outlook by continuing to share best practices, helping businesses adapt, and running webinars on topics like Microsoft Teams and onboarding new starters remotely.

We've seen businesses show amazing innovation, agility and aptitude, some of which the newsletter highlights. We've also added business case studies and advice from market leaders on how they have successfully adapted to the current situation. We genuinely want to help ensure all businesses are equipped to implement the necessary changes whilst we continue to put people first. If you have a challenge right now, let us know and I'm sure we'll know someone who can help for next week's newsletter.

Spreading some good news to keep people's spirits up in these times is imperative. Whilst we are all facing uncertain times, bringing the belief that it's possible, helps us all adapt and maintained our drive, determination, and productivity. So many clients have already showed some great creative problem solving and compassionate solutions, which has made us proud to work amongst such forward thinking and innovative companies.

We do empathise with those struggling at the minute and we are keen to lend an arm of support and guidance to those who need it most. We firmly believe, together, we can support and help each other get through this, and thrive as a nation once more.

Take care of yourselves and each other, hope you enjoy our GOOD NEWSletter!

Steven

POSITIVE GLOBAL NEWS

Keeping positive during times of difficulty is imperative for our health and wellbeing, so in this section we take a look back on the good news we heard about this week.

Over 550,000 people in the UK have signed up to be NHS volunteers which is double what the government asked for!

China reports no new local Coronavirus infections.

Worcester School Pupils email elderly care home residents to keep in touch during isolation.

Rebecca Doherty, Business Owner of [Rodo Creative](#), has designed postcards to send to elderly or vulnerable people to combat loneliness during isolation.

Joe Wicks is offering online PE lessons for children home from school Monday-Friday, which has already had 1 million people tune in!

Celebrities have launched online shows to make up for tour cancellations, whilst others are reading stories online to help entertain children at home.

Reports suggest some big retailers are changing their payment days from 60-90 days to 7-14 days to help suppliers in this time

Exclusive shopping hours for NHS workers, vulnerable and elderly has spread to more supermarkets and for longer periods of time.

Government has announced help for renters by banning evictions for non-payments for 3 months.

Home Bargains has announced a £30m fund to help staff who need to self-isolate during the Coronavirus pandemic feel "secure".

Cuba lends medical staff to Italy to help fight the infection.

Football stars, Gary Neville and Ryan Giggs open up Hotel Football to NHS Staff to help minimise commute times, as Jose Mourinho helps deliver food parcels.

K-Pop boy band BTS are launching a web series to help fans teach themselves Korean.

F1 and the teams are working with the UK government and health authorities to produce more ventilators, which are needed in intensive care units.

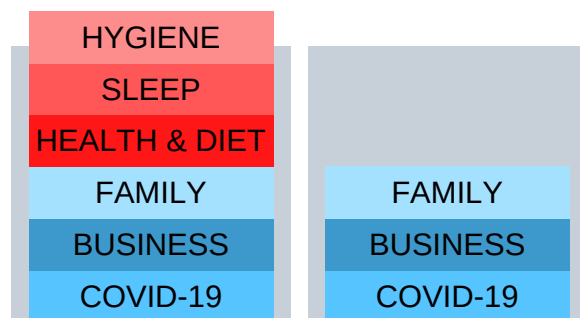


STRESS MANAGEMENT

LOOKING AFTER YOUR MENTAL HEALTH IN TIMES OF PANIC

Naturally this is a stressful times for many people who are worrying about the uncertainty of the future. It is therefore fundamental that we all take the time to look after ourselves and ensure that we protect our mental and physical health.

Imagine you have a stress box. In general terms you are worrying about two types of concerns: the 'controllables' and the 'uncontrollables'. The lines between the two can blur, but let's look at this simply.



Above you can see a very basic illustration, on the right of somebody who is stressing about the non-controllable factors (blue) as well as controllable factors (red). This person's stress bucket has overflowed and has therefore exceeded healthy stress levels. The person on the right is only allowing themselves to naturally worry about things out of their control.

To achieve this, it is important to action worries that you can change and manage, which can include, but is not limited to:

- Frequent exercise
- Drinking enough fluids
- Having a healthy diet
- Getting enough sleep every night
- Allowing for self care through meditation, yoga, therapy or your own methods
- Ensuring you are following government guidelines and social distancing
- Washing your hands frequently and ensuring your environment is clean and tidy
- Focusing on what you can do for yourself and your family to keep them happy and healthy

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REMOTE HIRING & ONBOARDING

Businesses across the UK are continuing to rapidly adapt to overcome current challenges. In many cases, this involves complete remote interviewing, hiring, and virtual onboarding for new starters. To support businesses adopting this, we created a simple five step onboarding process that covers the basics:

1. Send all required equipment and login details ahead of time.
2. Send digital versions of all documentation required for their first day
3. Have a video call first thing to introduce them to the team and cover any priority tasks, and then schedule regular catch ups throughout the day
4. Allow time to talk with key team members to maximise social bonds
5. Provide all virtual training required to use company tools or to upskill the employee

In the long run, remote workers tend to gain ten minutes a day extra in productivity, over office workers, and therefore approximately 3 weeks of extra work per year! However, starting a new employee remotely poses challenges to team bonding, training, and giving the new employee a sense of belonging.

Arctic Shores have made sure to prioritise making sure that new starters feel welcome and are introduced to the whole team. They have implemented a process where all new starters have:

1. A 2 hour Google Hangout with the Office Manager to go through policies, contracts, and general office life
2. A 1 hour Google Hangout with each of the Managers
3. Google Hangout with the rest of team

This helps to ensure that the new employee knows everyone and also has all the information required to hit the ground running on Day 2.

In addition to this, frequent displays of encouragement, support, and understanding is always imperative to creating a productive and positive working environment. Plus, the encouragement of good working habits and attitudes around responsibility, transparency, and accountability is key.

To find out more about how your business can remotely hire and onboard, request a free copy of our latest guide today, by contacting Steven Jagger.

REMOTE LEADERSHIP

DAWN SHERWOOD SHARES HOW INTECHNICA AND NATACEA HAVE ADAPTED TO THE CURRENT CLIMATE.



Dawn shares her experience of adapting to complete remote work, exploring communication, digital work spaces, and business preparedness.

Working in IT can provide some demanding challenges which require the ability to adapt. The recent COVID epidemic and moving staff to working from home is at face value just another challenge.

It is incredibly important during these exceptional times that we are not just successful in ensuring that all our staff have the capability to work from home but that they also have the correct emotional support as well.

Working from home is usually a personal choice, however we are now in a position where it is being imposed. Therefore we do need to be mindful of how people will react to working remotely, and ensure that everyone feels that they are still part of the bigger picture.

At Intechnica and Netacea, Dawn explains that they already have a large amount of team members who regularly work from home. But for those who didn't, they carried out trial days for everyone to iron out any niggles. "This also helped to ensure everyone had remembered to take home spare adaptors, mouse mats you name it!".

When the time came last week to move all of the Intechnica and Netacea family out of the office, to be based from their homes, Dawn described the transition as smooth, "whether it be a flat, house or in one case a canal boat we managed it without any detrimental impact to our clients."

Dawn outlines their next steps, which are to maintain communication and the usual banter/exchange of views throughout the working day, through channels such as Slack, which is something that their teams already use to communicate between projects.

Their Slack channel has a mix of formal and more informal chats to better mimic a day in the office. So they have a Slack channel dedicated to company wide updates as well as the more light-hearted moments in life.

Intechnica and Netacea have a team focused on keeping the social aspect alive, whether it be a lunch-time video call where everyone is eating their lunch and chatting about whatever they want, to the suggestion of continuing their charity knitting club virtually.

"The main priorities will always be to make sure that everyone is OK and coping well."

Dawn concludes: "I don't remember a time where we have as a country felt so uncertain of what is ahead of us and how long it will take to recover."

Things will definitely be different moving forward however one thing will remain constant and that is our ability to ensure everyone is supported during these difficult times and if we can have a little bit of fun while we do it then I feel we will have been successful."

Hear more from Dawn from Page 15

WEBINAR

OPTIMISE REMOTE ONBOARDING

GET GUIDANCE ON BEST PRACTICE AND PROCESSES FOR REMOTE ONBOARDING FROM MARKET LEADING EXPERTS IN THE FIELD, AS THEY ANSWER YOUR QUESTIONS.

**WHAT WOULD YOU LIKE TO LEARN?
SUBMIT YOUR QUESTIONS TODAY**

CONTACT STEVEN.JAGGER@MAXWELLBOND.CO.UK

COMING SOON



PSYCHOMETRIC INTERVIEW TESTING



Safe Hammad, CTO of Arctic Shores, talks us through the challenges, benefits, and trends in the use of psychometric testing for interview purposes.

A psychometric test is an assessment commonly used to evaluate or predict a candidate's performance in a job role. Measures include: skills; knowledge; personality traits; cognitive ability and aptitudes.

Almost six years ago, Safe and his co-founder set up Arctic Shores to make the recruitment and career development process more objective and fairer for all. This was spurred by experience, personally and through family and friends, of the effect of adverse hiring decisions and questionable career choices.

Arctic Shores creates behaviour-based psychometric assessments measuring personality, cognitive ability, and aptitudes in a single app through engaging and scientifically valid interactive tasks, rather than through a traditional question-based format. Safe explains that this makes their assessments engaging and objective whilst removing bias, which helps companies to look past the CV and focus on potential rather than just experience, background or seniority.

Many psychometric tests can be delivered remotely via the web or via an app. When introduced into the right part of the recruitment process, and when the results are interpreted and acted upon correctly, this will introduce objectivity into that process. The benefits can be to: reduce costs and time-to-hire; boost diversity by rooting out unconscious bias; better predict the right hires; and in our case, enhance employer brand through a mobile-friendly candidate experience.

Additionally, when used appropriately this can lead to a reduction in bias. A candidate will have the opportunity to demonstrate how suitable they are for a role rather than being judged on aspects of their CV which are less predictive of job success, such as where they went to university, what degree they achieved, and whether or not they went to university at all!

More companies are using psychometric testing than ever before, and in fact, almost all graduate recruitment schemes will employ some form of psychometric testing, so many candidate have come to expect it.

However some types of psychometric test can be quite stressful to candidates. This can lead to poor performance even when the candidate would have been suitable for the role they're applying for, and this can reflect badly on the employer and their brand. Safe explains "Arctic Shores believes in delivering a good candidate experience, and therefore continually measure candidate feedback which is at an over 80% positive rating."

Psychometric testing has been a growing trend in recruitment for years, and will likely continue on this upwards trend. More and more organisations are recognising the importance of reducing bias in the recruitment process, and the benefit of using objective data to increase the likelihood of a successful hire.



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**INNOVATION IS THE
UNRELENTING DRIVE TO
BREAK THE STATUS QUO
AND DEVELOP ANEW
WHERE FEW HAVE DARED
TO GO.**

STEVEN JEFFES

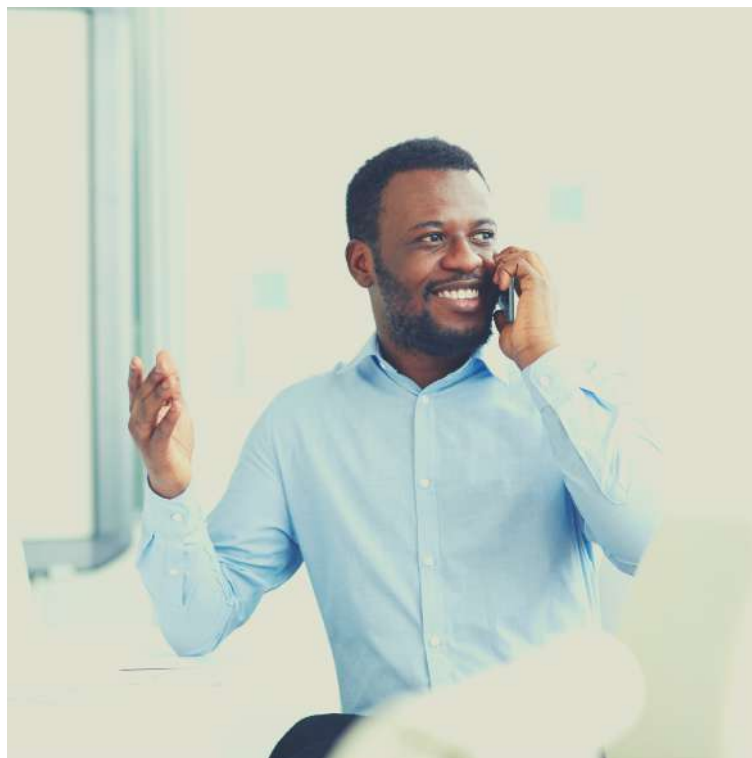
FUN WAYS TO CATCH UP

It's quickly become obvious that many companies value non-work-related communication and conversation just as much as work-talk. Many businesses have put in place channels that are dedicated to informal office chat where people can talk, laugh, and joke about general life matters.

A lot of teams have also put in place fun activities and games for their video catch ups, to keep everybody feeling positive and to also maintain social relationships between employees. Here are our favourite examples and ideas from the past week:

1. Virtual Coffee Breaks: grab fifteen minutes with your colleagues to have a coffee and a chat that isn't work related.
2. Through the Keyhole: collect photo's of everybody's workstations and then send out for people to guess who's it is.
3. Daily 30 minute icebreaker stand ups packed with drawing games, personality quiz's, or '10 things about me' (great for new starters).
4. Keeping Active: Group workouts or competitions to see who logs the most steps in a day are a great way to team build.
5. The Game Jar: every week an online multiplayer game is chosen at random for the team to all join in and play together for a social 30 minutes- 1 hour.
6. Taskmaster! Although this takes planning, it's a great way to just have a laugh. Like the show, the designated Taskmaster comes up with a ridiculous and comedic challenge for team members to complete. They then judge the winner based on how and if they completed the task! E.G Draw a self portrait using anything except a drawing implement in ten minutes. Best portrait wins!
7. Virtual quiz! This one is as easy it sounds. Plus if it's last thing on a Friday, turn it into a virtual pub quiz!
8. Chat Roulette: Randomly pick names from a hat to pair them up and then each pair has a 30 minute chat with each other. This is a great way to integrate teams and to get people communicating with people they might not normally get chance to.
9. Ready Steady Cook: Team members have to cook their dinner using 5 ingredients and take a before and after photo of the ingredients and then the finished meal. Best cook wins!

These are just our top picks and ideas from this week. If you have any other examples of how you are keeping your teams engaged and sociable, please let us know!





WORKING FROM HOME WITH CHILDREN

BALANCING WORK LIFE WITH FAMILY LIFE

I'm sure we can all recall the interview when Professor Robert Kelly was explaining South Korean politics live on the BBC when suddenly his two children Marion and James stumbled into his home office. The clip quickly went viral, and there was a flood of support and good natured humour about the "family blooper", but Kelly admitted that in the hours that followed, he and his partner were sure he would lose his job.

With the majority of offices, shops and schools now closed, many parents are finding themselves in this exact position. Finding the right balance between family life and work life becomes even more complex when your environment becomes this multipurpose space.

To help all of those who are adapting to this new routine, we've spoken to some parents who have created some innovative ways to balance homeschooling and working remotely. Joy Vickers (Category Manager), Helen Venables (Senior Business Analyst), Kingsley Clavin (Recruitment Consultant) share their insights!

We're all just doing the best we can with what we have"

Joy Vickers, Category Manager at Associated British Foods

TRIED & TESTED TIPS FOR PARENTS

- Joy Vickers and Kingsley Clavin suggest that if you have two parents at home, alternate using two hour slots so that each parent takes turn with childcare and work.
- Structure is key! Still provide them with a timetable so that they continue to stick to a routine. Joy, still ensures her children are up and dressed by 8am, and ready to sit down to start 'school' by 8:30am.
- Still stick to a timetable. Helen Venables has dedicated slots for different aspects of learning, as well as a 'free choice' segment.
- Take control of your diary and allocate time for your family.
- Have lunch together, go out on a walk to get in your exercise, or play in the garden!
- Come up with creative ways to stop excessive need for help and attention. Helen has created a mini tuck shop with priced snacks. Her child has up to £1 to spend per day and can choose what they want, meaning that Helen can spend more time on work and less time on making snacks.
- Accept the fact that sometimes your children are going to interrupt meetings and might even have to sit with you in meetings. This is a normal part of working life at the moment.
- Be kind to yourself and others. This is new for many people and it's going to take some getting used to.

FIND WHAT WORKS FOR YOU

You will know what will work best for your family, but here is a summary of our favourite tips so far!



STRUCTURE

Joy Vickers and Helen Venables both stick to a structured timetable. Joy ensures her children are up, dressed, and have had breakfast by 8:30am. Helen has a drawn out timetable for each day, separated into 'learning', 'exercise', 'arts & craft', and 'free choice' segments.



TUCK SHOP

Helen Venables has colour-coded snacks in her home by sugar content, and has priced everything up. She has set limits on certain colour-coded items. She then gives her child £1 to spend on food throughout the day, which minimises how often he is asking for food or drinks.



FIND SUPPORT

This isn't an option for everybody, but if you are lucky enough to have an extra pair of adult hands at home, share the childcare. Kinglsey Clavin, and Joy Vickers both shared that they work in two hour rotations, switching between working and childcare. Alternatively, make the most of the free resources available to you, such as Joe Wick's free PE lessons, or David Walliams free audio books!



BE KIND AND PATIENT

This is a huge learning curve for everybody and it's easy for us to be really self-critical and to find it difficult to split our time evenly and fairly. Therefore it's most important to take everything one day at a time and to be patient with yourself and your colleagues as everybody adapts to this new working style.



**HAPPINESS
IS A HABIT**
CULTIVATE IT

DAWN SHERWOOD

THERE'S NO SUCH WORD AS CAN'T

DAWN SHERWOOD DIRECTOR OF PROGRAMME

Dawn fell into tech through good fortune but her achievements since, can't just be attributed to luck or chance. Through hard work, determination, and a strong mindset, Dawn has grown and progressed, on a fantastic journey.

"I NEVER HAD AN
OVERALL PLAN
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TO THAT
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DAY"



IT has been the home of Dawn's career for over thirty years, including ten years in the Product space before moving into Project and Programme focused roles. As a young girl, Dawn wanted to be a teacher. However, a stroke of luck found her working as a temp admin assistant, which became a permanent job managing stock management and invoicing in a tech company. After this experience, it was a no-brainer for Dawn that she would remain in tech in some form.

Although Dawn has always remained within the technology space, this was not by design. Her key interest in the companies she has worked for, has been their drive to success. In every role change, she has also ensured that it is a challenge, not just a straightforward company swap. Whilst she has admitted to never having an overall plan, she always aims to reach high and choose opportunities which gives her the chance to grow and progress.



THE MANCHESTER TECH SCENE

When Dawn first started working within the technology sector, she explains how changes were much slower to happen. Now, however, tech is constantly emerging and changes are so quick and reactive that it is sometimes hard to keep up. Therefore Dawn recommends that decision makers within companies, ensure that they are using the right tech for their specific demands rather than simply 'jumping on the latest bandwagon'.

Talking on Manchester, Dawn expressed how the growth in the city has been phenomenal and is stunned at how it has progressed into the huge, influential tech hub it is today. Predicting that the growth will continue, she also touches on how this could pose the challenge of having enough quality resources to fill roles. In order to address this challenge, Dawn says that we all need to ensure that there are more graduate schemes in place to make sure that we have enough talent for the future.

“

**DON'T TRY TO
PIGEON-HOLE
YOURSELF TOO
SOON INTO A
ROLE. GET AS
MUCH
EXPERIENCE AS
YOU CAN.**

ADVICE

Dawn currently loves the diversity in her role, and how nobody is pigeon-holes early in their career. During her time at her current company, she has been given the opportunity to play to her strengths, whether that be as a temporary CTO, account manager, or a consultant!

Therefore her key pieces of advice to others is to never pigeon-hole yourself too soon into a role. Take advantage of every opportunity given to you in order to gain as much experience as possible. This will help you realise your strengths and how you want your career to progress moving forwards.

To herself, Dawn would always give the advice to 'never doubt your abilities' and to always find opportunity, build a case, and push yourself towards it. This is how she has progressed so far throughout her career, and is a mantra she continues to live by,



ALWAYS AIMING HIGHER

With every career move, Dawn aimed higher and always pushed herself towards an opportunity. When she moved into a tester role for a software company, and quickly discovered that there was an opportunity to write an end user manual, and then go on-site to train staff, she quickly built a case and proposed it. She was awarded the opportunity. This has ingrained a mode of working which she still adheres to; find an opportunity and build a case which will push you towards it.

Dawn cites her biggest personal achievement as having pushed herself harder than ever to take more difficult roles. This included a six month period in a dual role of Programme Manager and CTO. This role posed a huge challenge to Dawn's confidence, as she was not only representing the company on her own, but also had the responsibility of delivering for clients so that they also met their targets. Whilst recognising that not everything was perfect, she realised that everyone has a version of the same issues wherever you go, and it's important to leverage your experience to help.

More importantly though, Dawn admits that her best achievement so far overall, is that nobody in her team takes credit individually for what has been done as a team. She has ensured that team spirit is priority, and that all successes and failures are felt as a team, not as an individual, therefore giving everyone a sense of purpose and achievement.



CHALLENGES

All great journeys come with their own challenges. Dawn admits to being a doubter by nature and struggling with her self-confidence and belief in her own abilities. These struggles can sometimes resurface, but thanks to a great Dale Carnegie training opportunity and meeting the inspirational Kate Peacock, Dawn realised that this internalised fear meant that she was the only one getting in the way of her own success!

KEY SKILLS OF A DIRECTOR OF PROGRAMME

There are many skills beneficial to the role, but to condense them, Dawn emphasises the importance of the following:

- Ability to identify specific skills required and to ensure you have the right team(s)
- Understanding the needs of each individual client; each client is different
- Building bespoke relationships and trust with clients
- Have experience of being on the ground so you can guide and share experiences with all team members to help them learn and find success as a team.

SWITCHING OFF FROM WORK

It's important to switch off from work, and to give your body and mind time to recover and rest. Dawn enjoys watercolour painting and racing cars with her husband in her spare time, getting involved in hill climbs and track days with their Morgan 3 wheeler!

In our recent event, Dawn emphasised how nobody should be scared about having a life outside of work, and she certainly sets a great example of how to switch off and enjoy yourself.



LEADERSHIP

"I HAVE ALWAYS BEEN ABLE TO BRING OUR TEAMS ON THE JOURNEY AND WATCH THEM SAIL"

Leadership is a key part of Dawn's role, and she strongly emphasises the need for complete respect and taking the time to fully understand each team member on an individual basis. She explains that if you can treat others how you want to be treated "you can do anything as a leader."

As everybody is different, she strongly urges leaders to fully understand what motivates and drives each team member in order to know how to manage and lead that person effectively. This is an important way to work together to help the individual grow, whilst also keeping the overall team motivated. In reference to herself, she states how she never compares herself to anybody else, because everybody is different. By acknowledging her strengths and weaknesses, she can leverage her knowledge, and also find out where she can learn and grow.

RECRUITMENT & DIVERSITY

To compare applicants for a role purely based on having the hard skills, knowledge and ability, limits the progress of the company and the individual. Having the right skills on paper, is just one small aspect of a much bigger picture. In order to hire effectively, the employer needs to gain a much bigger picture of the candidate overall, including motivators, drivers, and where they see their career progressing.

"MY MANTRA IS TO GET THE RIGHT JOB FOR THE RIGHT PERSON, NOT THE OTHER WAY AROUND."

Dawn emphasises how, within her role, she doesn't force diverse recruitment, it is rather, something that just happens when unconscious bias is removed from the recruitment process. As a multi-cultural and diverse company, they are already attractive to a diverse range of applicants, but being based in Manchester is also a benefit, as they automatically have access to a very diverse, skilled talent pool. When recruiting, Dawn focuses initially on three areas:

- Are we the right fit for the candidate?
- Is this the right candidate for the role?
- Do they fit with our culture?

PERSONAL MOTIVATORS

A strong mindset of 'work hard and treat everyone as you would want to be treated' really drives Dawn's work, and she always aims to make a difference, no matter how small. Being able to develop her own teams and watching them 'sail' has also always been a key driver for Dawn, as well as her own children. She believes it is fundamental to show them that nothing is impossible and to always shoot for the moon!



FEEL GOOD NEWS

OUR FAVOURITE VIRAL STORIES
FROM THIS WEEK

“THERE IS NOTHING IN THE WORLD SO IRRESISTIBLY CONTAGIOUS AS LAUGHTER AND GOOD HUMOR.”

Social media can be a minefield of negativity and fake news, so we thought we'd share the best of social media this week, and bring you the feel good news that has had us laughing and smiling this week!

- Three grandmothers Doreen, Carol and Dotty, from Salford, have come up with a plan to live together if further restrictions are brought in.
- Nurses and a Doctor at Basildon Hospital danced it out to Olly Murs' Dance With Me Tonight, resulting in an offer from Olly for free concert tickets in the future! ([VIDEO](#))
- One nursing home in the US has occupied it's residents with a life-size game of Hungry Hippos ([VIDEO](#)).
- Dogs working from home during Coronavirus crisis? There's an Instagram account for that: @DogsWorkingFromHome made its first post during the onset of the Coronavirus crisis, and already has hundreds of submissions!
- 86-year-old Sally plays her piano flawlessly as her 83-year-old husband Ken dances to pass the time during isolation ([VIDEO](#))

Have you seen or done something that's made somebody laugh this week? Let us know and we'll include it in our next edition!



SOLUTIONS

Maxwell Bond are here to help you thrive through challenging times

POSITIVE BUSINESS NEWS

- Avoid the doom and gloom, hear from the businesses making positive steps and thriving
- Gain tips from best in class performers
- Hear from positive role models to empower and inspire you
- Gain live market intel and hear from leaders driving business continuity and agility

VERSATILE HIRING METHODS

- Can't go onsite but still hiring?
- Free offsite interview space
- Free video interviewing facilities
- Hear the best practices from hiring managers and candidates who are adapting and thriving in a difficult market

GUIDANCE ON BEST PRACTICE

- Remote working guidance
- Interviewing video remote
- How to manage remote teams
- Tips on protecting your mental health
- How to onboard new starters virtually from day 1 with case studies

ETHICAL RECRUITMENT

- Freezing recruitment, pulling offers, and making redundancies is never easy
- Free, confidential advice from experience consultants who can empathise and educate you on best practices from tried and tested methods



maxwellbond LATEST COVID-19 UPDATE

**ALWAYS CHECK THE NHS AND
GOVERNMENT WEBSITES FOR THE
LATEST ADVICE & INFORMATION TO
ENSURE YOU HAVE ALL OF THE FACTS**

WHAT WE KNOW

COVID-19 is a new illness that can affect your lungs and airways. It's caused by a virus called Coronavirus.

LOCKDOWN

The current advice is to stay at home. Only leave your home for essential shopping, for medical reasons, one form of exercise per day, or to care for elderly or vulnerable people.

All non-essential shops have been closed and employees across all sectors should be working from home as much as possible.

If outside the home, stay two metres apart from other people, do not congregate, and don't meet up with friends or family.

The police have been given the power to manage these new restrictions, including fines and the ability to break up gatherings of more than two people.

Additionally all couples who do not live together have been advised to make the decision to either stop seeing each other in person, or to move in together. This is to minimise travel and to keep everybody safe.

The government are allowing all children with separated parents to move between homes to minimise emotional distress to children and parents.

RISK FACTORS

Those who are classed as high-risk include anybody who is 70+, has a long-term condition, are pregnant, or have a weakened immune system.



**CONTACT US
TODAY**

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FOR HELP NAVIGATING THE CURRENT WORKING CLIMATE, PLEASE
GET IN TOUCH

WWW.MAXWELLBOND.CO.UK
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