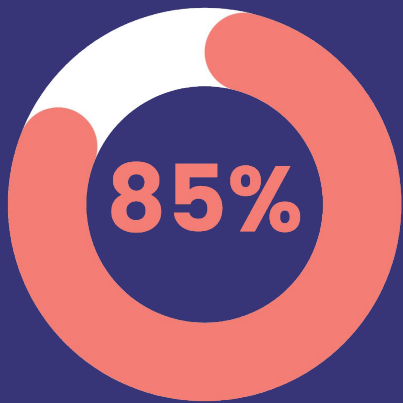# Future-ready Leaders & Teams

We offer research backed, user centric, engaging trainings and workshops to give leaders and teams the skills they need to thrive in the new world of work.

Cosmic Centaurs

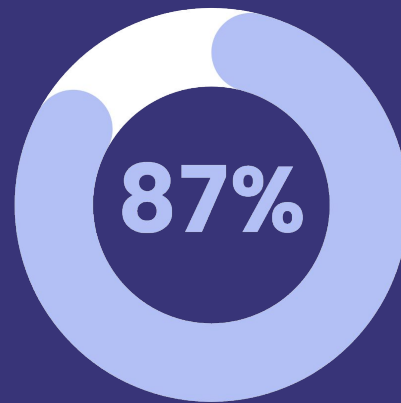# The future of work is flexible and requires new skills

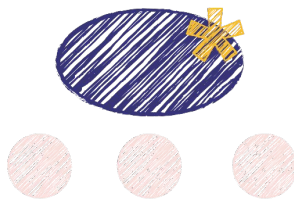**85%**

of employees want
a hybrid work model

80%

of professionals want
employers to upskill
them for hybrid work.

87%

of executives are
experiencing skill gaps
in the workforce

Making your Business Future-ready

We combine academic research, case studies, and primary research to deliver tailor-made training and workshops for executives, leaders and teams.

Executives

We help executives rethink and redesign the ways of working in their organization.
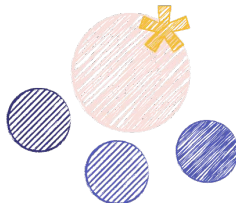
Middle Managers

We coach and train managers to lead in the post-pandemic world.
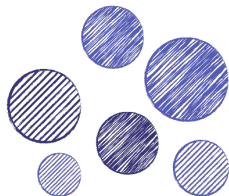
Teams

We upskill individuals and teams to thrive in distributed and remote settings.

Cosmic Centaurs

We help leaders and teams grow in these areas

Flexible Work Model Design

Employee Engagement

Organizational Resilience & Agility

Hybrid Work Best Practices

Purpose, Culture & Organizational Values

Leading through Change

Missing a topic related to flexible work or leadership?
Reach out, we'd love to help

Contact Us

Inspiring, engaging, and actionable talks.

We truly believe in the power of knowledge sharing, human connection, and the impact a truly great conversation can have on someone's life.

We believe in talks that inspire and inform, while providing our audience members with valuable insights and actionable ideas, online or in person.

Cosmic Centaurs

Learning Experiences

Online training

We deliver trainings and moderate workshops online, using engaging platforms to facilitate brainstorming and collaboration.

Webinars

We organize interactive webinars on key topics and give the audience the chance to chat, vocalize opinions, ask questions and provide live feedback.

Live Speaking

We believe in talks that inspire and inform, while leaving attendees with memorable stories, valuable insights and actionable ideas, online or in person.

Our Approach

1.

Discovery
In-depth discovery phase to ensure the suggested training program supports the actual needs of the company, its employees and beneficiaries.

2.

Design
Training program design based on our understanding of the needs of the attendees and the desired workshop outcomes.
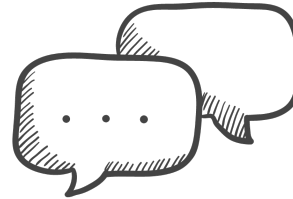
3.

Delivery
Engaging facilitation and engagement using a mix of synchronous and asynchronous content delivery, including workshops, readings, one-on-one sessions, etc.

4.

Documentation
In addition to recorded sessions and presentation collateral we create a resource library for attendees and future team members.

Cosmic Centaurs

We are Trusted by

VINCI | TERRASSEMENT
CONSTRUCTION

SpenglerFox™
Talent, grown.

ROYAL CANIN

exceeders

ESA
BUSINESS
SCHOOL

USJ | Université Saint-Joseph
de Beyrouth

Kraft Heinz

ASTROLABS

DESIGN
REPUBLIC
/ BRUSSELS

AUS | الجامعة الأميركية في الشارقة
American University of Sharjah

bloom

paloalto®
NETWORKS

Berytech
The Ecosystem
for Entrepreneurs

ZENSION

90+
leaders coached

250+
teams served

1000+
individuals trained

2
languages

8

Cosmic Centaurs

What our Customers say

Victor RIBEIRO
HR Director

VINCI CONSTRUCTION | TERRASSEMENT

"There was profound thinking beyond simply delivering on our request. Unlike many other consulting firms, Cosmic Centaurs pushed us past our initial position on the topic of remote work. The collaboration really allowed us to move forward. We liked the team's ability to get to know us and adapt to who we are while pushing us to think beyond our own beliefs. We have since succeeded in implementing flexible work models, both with people working at the office and on construction sites."

Loic Moultault
CEO

ROYAL CANIN®

"I contacted Cosmic Centaurs because I was thinking about the resilience of my organization. We had done quite well in the pandemic but I could feel that everyone was getting a little tired. I was surprised by the academic research that was cited in the workshop, because it confirmed that this was a new topic for business, and not many people were equipped to provide a definitive answer. It was surprising, but it gave the right tonality. Now we are organizing supply chains for resilience and not just for cost. There was no recipe given, but the workshop gave us a space to co-create!"

Cosmic Centaurs

What our Attendees say ✳

"Excellent workshop with team interaction and valuable input!"

"It was one of the best workshops I have assisted, I learned a lot and had fun, so please continue doing what you do!"

"Great session. Even though I've attended several sessions to date, I'm always learning something new.

"The energy of the moderator was excellent"

Cosmic Centaurs

Meet the trainers

Marilyn Zakhour
Founder & CEO

Marilyn has experience in organizations of all sizes. Previously CMO of EMAAR, and Head of Dubai Opera, Marilyn holds an executive MBA from INSEAD. She has also spent 10 years in the startup world, building and running digital native companies.

Marilyn has 8+ years of university teaching experience in undergraduate, graduate and professional programs. She has designed, developed, and delivered 30+ trainings in the areas of design thinking, strategy, marketing, organizational development, etc.

Tala Odeh
Consultant

Tala brings her storytelling, team-building and strategic planning experience. She comes from EMAAR where she managed external comms and reputation for the group. Previously, Tala was a Strategic Planner at Ogilvy, developing insight-driven marketing solutions for Fortune 500 clients. Tala is a graduate of Columbia University.

Tala has designed and delivered 20+ trainings, workshops and engaging learning experiences for teams and students across the region.

Marie Nakhle
Consultant

Marie has 10+ years of experience building and executing digital marketing strategies and managing e-commerce platforms. Previously the Head of Digital at Antoine Library, Marie holds a Masters Degree in Information Systems and Digital Transformation from Paris Dauphine University.

Marie has 6+ years experience lecturing students and professionals in Lebanon's top institutions. She has delivered numerous trainings & workshops in the areas of marketing, communication, and collaboration.

Cosmic Centaurs

Training Catalogue

Training your teams across 3 categories

Our collection of trainings ensures that we provide you with the necessary skills and tools that enable your work across every aspect of the organization.

Future of Work Skills

We help leaders and teams navigate new ways of working in their organization by empowering them with future of work skills and mindsets.

Capability Development

We upskill everyone across the organization with the the most in-demand and future proof skills.

Human Connection at Work

We bring your teams together, engage them around rituals and train them on ways to stay connected, cohesive, and collaborative.

Cosmic Centaurs

A. Future of Work Skills

A.1. Leading Distributed Teams

Objective

Managing distributed teams while maintaining high levels of commitment, engagement and connecting

Outline

Team Structure & Management
- Hybrid team models and how to choose the right one for your team.
- Managing remote and distributed teams

Performance & Measurement
- KPIs to assess the effectiveness of your hybrid team
- Sustaining high productivity and performance in distributed teams

Leadership
- Becoming a more inclusive leader
- Ensuring equal treatment for remote and in-office employees

Culture:
- Preserving a sense of shared purpose and community
- Nurturing a healthy hybrid culture

Audience	Manager and above
Duration	4 hours
Preferred delivery	Virtual or In-Person
Style of training	Instructional
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	No
Time to customize	n/a
Group size	10-12

A.2. Leading through Change

Objective

Understanding the change curve and how to lead your organization from denial to adoption

Outline

Introduction
- Understanding the change curve & process

The role of leadership in the change management process:
- Developing a compelling case for change
- Communicating change and supporting the organization through the change process
- Leadership skills that build long-term commitment to a change program
- Monitoring and tracking the progress of the change

Navigating resistance & Engaging employees
- The value of having 'devil's advocates' and how to engage them
- Best practices to overcome resistance to change
- How to engage and support employees during the change process

Audience	Manager and above
Duration	4 hours
Preferred delivery	Virtual or In-Person
Style of training	Instructional
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	No
Time to customize	n/a
Group size	10-12

A.3. Mastering Resilience & Agility

Objective

Building organizational resilience by improving decision making, agility, and commitment to the purpose and values of the organization

Outline

Introduction to Organizational Resilience and Agility
- Definition and importance of organizational resilience and agility
- The role of resilience and agility in driving organizational success and adaptability

Developing a Resilient Culture
- Developing a culture that promotes growth, innovation, and adaptability
- Engaging and empowering employees to build resilience and agility at all levels of the organization

Building Resilient Strategies and Systems
- Identifying and addressing organizational weaknesses and vulnerabilities
- Developing strategies and systems for anticipating and responding to challenges and disruptions
- Identifying and changing inflexible organizational structures and processes
- Utilizing agile methodologies and tools to drive organizational agility

Audience	Senior managers and above
Duration	6 hours
Preferred delivery	Virtual or In-Person
Style of training	Instructional & Experiential
Leave behinds Manuals / Worksheets	No
Pre-work	Yes
Post-work	No
Time to customize*	3 weeks
Group size	10-12

* adapt the examples to a specific sector

A.4. Remote Work Tools & Tech Stack

Objective

Mastering the tools and technology that enable hybrid and remote work

Outline

Share context about the distributed / remote work landscape
- Share trends and thoughts on flexible and remote work

Framework to help leaders and teams think about whether and when distributed work is the right work model for them
- Introduce the framework
- Run an exercise to fill the framework

Remote Work Manifesto
- Introduce the remote work manifesto
- Run an exercise to know the team's habits

Overview of the needed communication and collaboration tools
- Go through a list of tools that facilitate remote work
- Map the organization's tech stack and communication tools
- Share best practices

Audience	All
Duration	3 hours
Preferred delivery	Virtual
Style of training	Instructional and experiential
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	No
Time to customize	1 week*
Group size	Up to 20

* adapt the content to including existing tech stack

A.5. Knowledge creation and documentation

Objective

How to document and maintain institutional knowledge to improve access to information and content

Outline

Knowledge Sharing 101:
- What is knowledge sharing?
- Why is it important?
- Who plays a role in this process?

Best practices:
- The basics of good documentation
- Naming Conventions
- Searchability

Tools:
- What tools facilitate effective knowledge sharing in hybrid settings?
- Deep dive on teams & Sharepoint / Drive

Audience	Junior
Duration	4 hours
Preferred delivery	Virtual
Style of training	Instructional & Experiential
Leave behinds Manuals / Worksheets	Yes
Pre-work	No
Post-work	No
Time to customize	n/a
Group size	Up to 20

A.6. Process Engineering & Documentation

Objective

Rethinking your processes to improve efficiency

Outline

Introduction
- What is process documentation and why is it important

Process Design
- Identifying and defining process goals and objectives
- Identifying key stakeholders
- Developing process maps

Process Documentation
- Types of process documentation, including process flow diagrams, standard operating procedures, and process narratives
- Best practices for creating and maintaining process documentation
- Implementing process improvements and changes

Conclusion and Next Steps
- Recap of key takeaways and best practices for process design and documentation

Audience	Managers
Duration	3 hours
Preferred delivery	Virtual or In-person
Style of training	Instructional and experiential
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	Yes
Time to customize	1 week*
Group size	10-12

* adapt the relevant processes

A.7. Hybrid Work Best Practices

A.10. Synchronous and Asynchronous Communication

A.8. Employee Engagement

A.11. Employee Experience Design

A.9. Designing New Work Models

B. Capability Development

B.1. Design Thinking

Objective

Develop a high-level understanding of what Design thinking is, how the methodology works and the various tools that are available to you in applying it.

Outline

Introduction
- Understand the history of Design thinking and go through strong examples

Mindsets, Phases & Tools
- Understand the methodologies different phases (Discovery, Ideation, Prototyping) and how to approach them
- Explore the mindset changes that are needed to best apply the methodology
- Go over the list of Design Thinking tools that can be leveraged in each phase of the process

Practice
- Learn the best practices of some of the most common design thinking tools through a series of exercises and activities

Audience	All levels
Duration	6-8 hours
Preferred delivery	Virtual In-Person
Style of training	Instructional & Experiential
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	No
Time to customize	2 weeks
Group size	10-12

B.2. Business Strategy in the age of digital disruption

Objective

What are the dominant strategies in a digital world and how do they apply to your business?

Outline

Introduction
- Understanding the difference between Digitization, Digitalization, and Digital Transformation
- How this can impact your business

Strategy in the Age of Digital Disruption
- Analysing the opportunities and challenges of digital transformation
- Understanding the strategy development process
- Learning about Digital Business Models

The Strategy Sweet Spot
- Analysing your context and industry
- Understanding your competitive landscape
- Gaining a deeper understanding of your customer
- Analysing your company's capabilities

New Strategic Orientations
- Ideating new solutions and strategies

Audience	Senior manager & above
Duration	16 hours
Preferred delivery	Virtual (4 days) In-Person (2 days)
Style of training	Instructional & Experiential
Leave behinds Manuals / Worksheets	No
Pre-work	Yes
Post-work	No
Time to customize*	3 weeks
Group size	10-12

* adapt the examples to a specific sector

B.3. Online Networking & Business Development

Objective

Developing your online brand and leveraging social platforms for networking and sales

Outline

Importance of networking & business development
- Definition and importance of online networking
- Overview of popular networking platforms and tools

Building and Maintaining Your Online Presence
- Best practices for maintaining a consistent and engaging online presence
- Tips for building and growing your network online
- Identifying and connecting with potential clients and partners

Online Branding and Marketing
- Developing and promoting your personal brand online
- Using content marketing and social media to increase visibility and engagement
- Leveraging online marketing tools and strategies to reach your target audience

Goal setting
- Setting goals and tracking your progress
- Improving your online networking strategy based on data

Audience	All
Duration	3 hours
Preferred delivery	Virtual
Style of training	Instructional and experiential
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	No
Time to customize	N/A
Group size	Up to 20

B.4. Strategic Communication

Objective

The basics of developing and managing a strategic communication campaign from objective to implementation

Outline

Developing a Communication Strategy
- Communications Research
- Identifying and defining the goals and objectives of the communication strategy
- Developing a detailed plan for implementing the communication strategy

Campaign development and management:
- Defining the audience and messaging
- Leveraging relevant communication channels
- Developing the content and cadence of the campaign
- Developing a crisis communication plan

Campaign Measurement & Evaluation
- Monitoring and tracking the effectiveness of the communication strategy

Audience	Senior managers and above
Duration	3 hours
Preferred delivery	Virtual or In-Person
Style of training	Instructional
Leave behinds Manuals / Worksheets	Yes
Pre-work	No
Post-work	No
Time to customize	n/a
Group size	10-12

B.5. Internal Communications

Objective

Developing the strategy, cadence, channels and content for effective internal comms.

Outline

Introduction
- The role of internal communications in building and maintaining a strong organizational culture
- The role of internal comms in change and crisis management
- Understanding the Internal Comms Canvas

Developing your internal comms strategy
- Listening to your employees & engaging internal stakeholders
- Clarifying the goals and objectives of your internal communication strategy & defining the related KPIs
- Understanding your employer branding and voice
- Determining the relevant channels, cadence and content
- Developing an internal comms budget

Measurement & Evaluation
- Monitoring and tracking the effectiveness of your internal comms
- Gathering and utilizing feedback to continuously improve

Audience	Senior managers and above
Duration	4 hours
Preferred delivery	Virtual or In-Person
Style of training	Instructional & Experiential
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	No
Time to customize	n/a
Group size	10-12

B.6. Personal Branding

Objective

Establishing your personal brand and network online

Outline

Introduction
- Introduction to Personal Branding
- The role of personal branding in career success

Identifying your unique value proposition
- Defining your unique strengths and abilities
- Developing a clear and compelling personal brand

Building your online presence
- Building and maintaining relationships with potential clients, employers, and partners
- Utilizing your personal brand to establish yourself as an expert in your field

Conclusion and Next Steps
- Setting goals and tracking your progress
- Next steps for continuing to develop and promote your personal brand.

Audience	All
Duration	1 hour
Preferred delivery	Virtual
Style of training	Instructional
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	No
Time to customize	N/A
Group size	Up to 20

B.7. Decision Making

Objective

Sharpening the decision making skills of participants by introducing them to tried and tested mental models

Outline

Introduction to decision making
- Define decision making and its importance
- Discuss the various types of decisions
- Discuss common challenges in decision making (e.g. biases, lack of information, conflicting goals)

Understanding the decision making process
- Identifying and defining the problem
- Gathering information and data
- Generating options
- Evaluating and comparing options
- Making, implementing and reviewing your decisions

Mental models
- First Principles
- 2d order thinking
- Inversion

Conclusion and wrap up

Audience	Managers and above
Duration	4 hours
Preferred delivery	Virtual
Style of training	Instructional & Experiential
Leave behinds Manuals / Worksheets	Yes
Pre-work	Yes
Post-work	Yes
Time to customize	2 weeks
Group size	10–12

B.8. Scrum & Agile Methodologies

B.9. Target Setting and Reporting

B.10. Storytelling and Presentation Skills

B.11. Digital Marketing

C. Human Connection at Work

The Human Connection Workshops are all based on proprietary frameworks and designs. Let us know if you would like to receive a detailed outline for any of them.

C.4. Team Identity

C.1. Designing Rituals for your Organization

C.5. Team Purpose & Charter

C.2. Engaging your organization around company values

C.6. Team dynamics

C.3. Team Connection in a Distributed Setting

C.7. Team Time: Cosmic Conversations Prompt Card Game

About Cosmic Centaurs

If you are asking yourself these questions...

👯‍♀️ How can our [#culture](#) be communicated remotely?

👯 How should our [#processes](#) change for everyone to be productive and aligned?

🏅 In what ways can [#leaders](#) and teams be upskilled to adapt to remote/hybrid work?

💿 What is the best way to organize the company's [#knowledge](#) and make it accessible?

🏙️ When should team members colocate? How do I redesign my [office](#) space accordingly?

You've come to the right place

Building Organizations that **Thrive**

We are an organizational consulting & implementation firm helping executives make better decisions about work and the workplace and effect sustainable organizational change.

About Us

Cosmic Centaurs is a consultancy, training, and insights company helping executives, leaders, managers, and teams, **creating happier and more flexible workplaces.**

We focus on improving the **collective intelligence of teams, by improving collaboration, resilience and innovation**.

Our work supports organizations by operating at multiple levels:

50,000 feet
Thinking Partners

We sit at the intersection of executive leadership, HR, internal communications and project management helping our clients adapt to the new 'where' and 'how' of work and learning. In doing so, we support the business strategy and maintain employee engagement and internal alignment.

5,000 feet
Flexible Work Experts

We conduct comprehensive research and extract insights to help our clients make informed, data-driven decisions. Our findings also help us develop frameworks, models and content, rooted in academic research.

5 feet
Changemakers

We work with clients to implement change, from managing projects, to introducing new processes and tools for lasting, sustainable progress.

We focus on improving the collective intelligence of teams, by improving collaboration, resilience and innovation.
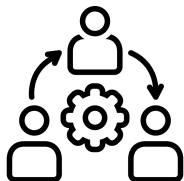
Created by priyanka
from Noun Project

Created by Oksana Latysheva
from Noun Project

Created by Chameleon Design
from Noun Project

Collaboration

Our consultants work with teams to introduce new work models that promote greater team collaboration and greater collaboration with clients, suppliers, and partners.

Resilience

We equip teams with the skills and cohesion needed to navigate change and manage disruption. Our interventions are designed to help build resilience and support business continuity.

Innovation

In the emerging post-pandemic world business models are being disrupted. We help teams ideate and innovate, introducing methodologies and new approaches for value creation.

Cosmic Centaurs

We believe in creating holistic, integrated experiences for teams and individuals to contribute their best work.

The future of work is Omnichannel.

Omnichannel experiences are used to drive rich and engaging user experiences across industries.

Most companies are hyper focused on the blue side of the bow tie.

Great companies make sure that their organizational strategy is also aligned with their strategy, goals and purpose.

Internal focus

External focus

Employees

Customers

Processes

Structure

Systems & Internal Channels

Culture & Values

Org. Strategy

Why do we exist?

Market Strategy

Brand & Positioning

Value proposition

Products

Channels

Strategy

Culture & Brand

OmniChannel Organization

OmniChannel Brand

Cosmic Centaurs
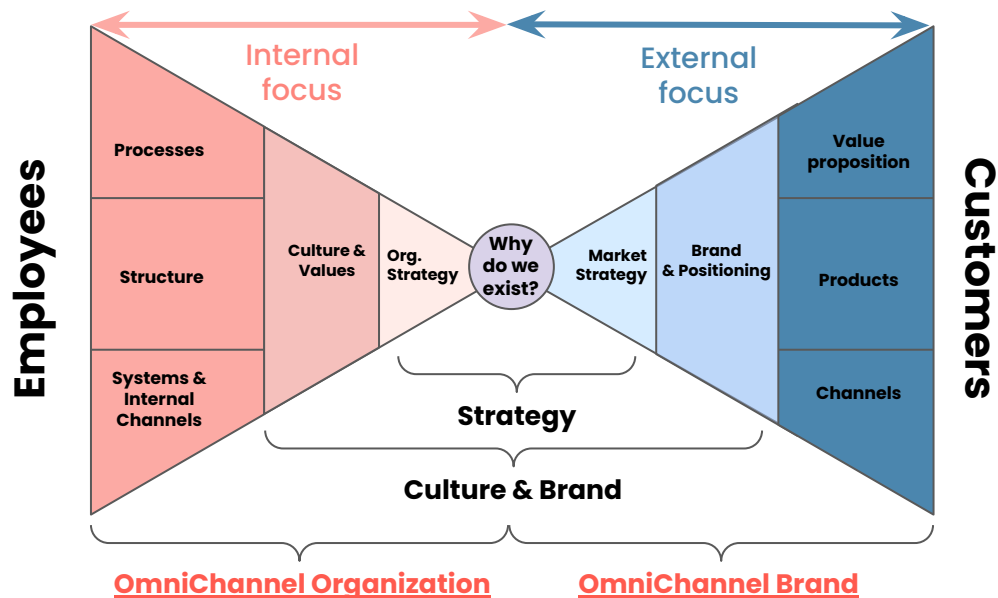
Our Focus Areas

We guide your success across all five elements of organizational strategy.

PEOPLE
✳ **Recruiting & Onboarding**

✳ **Capability Building**

✳ **Leadership Coaching**

✳ **Employee Engagement**

CULTURE
✳ **Purpose & Values**

✳ **Culture Activation**

✳ **Team Culture**

✳ **Internal Comms**

STRUCTURE
✳ **Work model design**

✳ **Roles & Responsibilities**

✳ **Team Structure**

✳ **Organizational Structure**

PROCESS
✳ **Processes**

✳ **Methodologies**

✳ **Documentation**

✳ **Scaling & Growth**

SYSTEMS
✳ **Workspace design**

✳ **Performance**

✳ **Compensation & Benefits**

✳ **Technology Systems**

Insights & Resources - www.cosmiccentaurs.com

Ritual Bank

If your team, classroom or company is looking for rituals to help with performance, cohesion or communication, visit our ritual bank for inspiration.

Cosmic Conference

Our virtual conference series explores the future of work & learning. We held two editions so far with 1000+ attendees, 12 live sessions, 40 speakers, and endless insights.

Worksheets

We offer free worksheets for individuals and teams helping them manage their workspace, facilitate retrospectives or decide on the relevant tech stack.
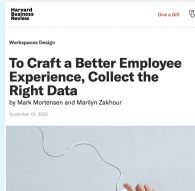

Centaur Stage

Our weekly live video series is hosted by Marilyn, and features and some incredible we uncover sharing insights, opinions and perspectives about how we work and learn.

Cosmic Centaurs

Press Features

Harvard Business Review
October 2022
Understanding the Employee Experience

Workspaces Design

To Craft a Better Employee Experience, Collect the Right Data
by Mark Mortensen and Marilyn Zakhour

Financial Times
August 2021
Marilyn Zakhour on Personal Branding

FT FINANCIAL TIMES   Cosmic Centaurs

Personal branding is not just about selling services, but defining your circle of comfort and expertise to your audience.

Marilyn Zakhour
CEO & Founder of Cosmic Centaurs

Curated Today
March 2021
How to Navigate New Work Environments

Leadership: How to Navigate New Work Environments

The impact of COVID 19 on the way we work.

Entrepreneur ME
December 2020
Leadership in the Era of Uncertainty

Leadership In The Era Of Uncertainty: Great Companies Are Built In Difficult Times

Wamda Op-eds

August 2021
When we can't build startups from a garage, how do we create strong teams?

When we can't build startups from a garage, how do we create strong teams?
Thought Leadership · 30 August, 2021

May 2021
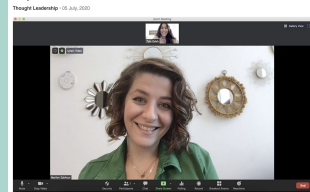Can remote working survive?

Can remote working survive?
Thought Leadership · 17 May, 2021

July 2020
In a world of remote work, will control replace culture?

In a world of remote work, will control replace culture?
Thought Leadership · 05 July, 2020

Future of Teams Research
March 2022 & November 2022

On mutual knowledge, purpose and meaning.

February 2022

The Future of Teams Report
by Cosmic Centaurs

Helping executives, managers, and teams create happier, more flexible workplaces.

300 participants, 25 pages of research.

www.cosmiccentaurs.com

Contact us on:
greetings@cosmiccentaurs.com

**Or book a 1-on-1 session with us,
We'd love to help!**

Book a Free
Consultation

Follow us on

www.cosmiccentaurs.com

Cosmic Centaurs