

Change Management

Length: 1 Day

Summary: This course teaches students how to develop the skills to proactively address change and meet the challenges of transition in the workplace. Students will work with various employees to overcome the problems encountered when making changes in your organization. Students will also learn how to develop the ability to effectively handle organizational changes by examining the transition process and understanding their own, and others, needs and responses to each phase.

COURSE CONTENT

FUNDAMENTALS OF CHANGE MANAGEMENT

- Basics of change management
- Importance of change
- Leading change

CHANGE PROCESS

- Steps of a change process
- Choose an action
- Implement the action
- Monitor the progress

OBSTACLES TO CHANGE

- Resistance
- Complacency
- Crisis

MANAGING CHANGE

- Creativity
- Commitment
- Communication

ADAPTING TO CHANGE

- Truths and misconceptions
- Factors affecting response

COPING WITH UNCERTAINTY

- Management of exploration phase

MOVING FORWARD

- Management of new beginnings phase