PROFESSIONAL DEVELOPMENT TRAINING

Change Management - Managing Your Team Through Change

1300 121 400

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1.0 DAY COURSE

While many people find it difficult to deal with change in the workplace, the concept of continuous improvement should be embraced and used for the growth of any organisation. And continuous improvement almost always requires some form of change to internal systems and processes that people have become comfortable with. An organisation that plans and prepares for change is better able to overcome these challenges and implement improvements as required.

Internal changes should be implemented after the creation of the new strategy or system, however most organisations and/or employees are not prepared for internal changes to policies or external strategies. Hence the requirement for change management training is commonplace in most industries.

The PD Training Change Management Training Course provides participants with training and development in each step of the change process including the planning and preparation stages and the communication and implementation stages. Being prepared for the changes allows your organisation to grow steadily in spite of the potential pushback by staff. If everyone is included in the change process, the staff will experience much less frustration, stress, attrition, etc.

This practical, professional development training course in Change Management is available now throughout Australia, including Brisbane, Sydney, Melbourne, Adelaide, Canberra and Perth.

Click on the buttons above to register for a public course or to get a free quote for an inhouse/onsite training event delivered at your preferred location.

What You'll Gain:

Change is a constant in many of our lives. All around us, technologies, processes, people, ideas and methods often change, which affects the way we perform our daily tasks and live our lives. This Change Management workshop will give any leader the tools to implement changes more smoothly and to have those changes better accepted. This workshop will also give all participants an understanding of how change is implemented and some tools for managing staff's reactions to change.

Change Management Training is important in today's professional world as organisational change is more the norm rather than the exception. More than ever, work roles and organisations are in a state of flux with changes in structure, re-deployment, return to work,

redundancy and personal crisis. Hence it is important to understand the change management process and learn some important change management tools.

Change takes place on three different levels:

- the Individual
- the Team
- the Organisation

Organisational change management has to happen at all three levels, as they are directly interrelated.

This **Change Management** Training Program is geared toward teaching the change management process as well as providing you with some change management tools and principles that can support managers, consultants and other change facilitators to fulfil their mission; to initiate and sustain change/improvement processes.

Outcomes

In this course participants will:

- Learn about effective change management strategies
- Understand and recognise individual motivators for change and how to use them
- Recognise that everybody's personal change journey will be different
- Develop a change management and communications plan
- Gain skills required to lead a change project, celebrating a successful change and sharing the benefits and results with all staff
- Master strategies to align people with change, appealing to emotions and fact
- Understand the importance of resiliency in the context of change
- Learn to foster resiliency throughout a change project
- Understand the importance of flexibility and how to foster this strategy throughout a change project

Modules

Lesson 1: Getting Started

- Workshop Objectives

Lesson 2: Preparing for Change

- Cause of Organisational Change
- Why do we need Change?
- Module 2 - Reflection

Lesson 3: Understanding Change

- The Change Curve
- Stage 1 - Status Quo
- Stage 2 - Disruption
- Stage 3 - Exploration
- Stage 4 - Rebuilding
- Understanding Yourself and Your Team - REACH Profile Review
- Understanding Yourself and Your Team - Personal Style Markers
- Understanding Yourself and Your Team - Leading Dimensions
- Stage 3 - Reflection

Lesson 4: Understanding Change on an Individual Level with the ADKAR Model

- Awareness
- Desire
- Knowledge
- Ability
- Reinforcement
- Module 4 - Reflections

Lesson 5: Identifying the WIIFM

- What's in it for Me?
- SWOT Analysis
- Building Support

Lesson 6: Bringing People to Your Side

- Identifying Change Champions (or Influencers)
- Module 6 - Description

Lesson 7: Gaining Support

- Understand Your Team
- Addressing Concerns and Issues
- Evaluating and Adapting
- Module 7 - Reflection

Lesson 8: Making it all Worthwhile

- Leading Status Meetings
- Sharing the Results and Benefits
- Celebrating Successes
- Module 8 - Reflection

Lesson 9: Building Resiliency

- What is Resiliency?
- Why is It Important?
- Five Easy Steps for the Leader and the Individual to Become More Resilient

Lesson 10: Building Flexibility

- What is Flexibility?
- Why is It Important?
- Five Easy Steps for the Leader and the Individual to Build Flexibility

Lesson 11: Wrapping Up

- Words from the Wise
- Parking Lot
- Action Plans and Evaluations

Talk to our expert team

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