

Change Management: Leading Through Organisational Change

Overview & Learning Outcomes

Upon successful completion of this course you will know how to:

- Explore changes taking place in organisations today
- Explain how organisations can prepare for change
- Clarify human reactions to change and how to deal with them
- Explain team involvement
- Explain visionary leadership

Prerequisites

There are no pre-requisites for this course.

Duration:

1 Day

Courseware:

High quality learning materials are available for purchase by participants.

Change Management: Leading Through Organisational Change Training Course Outline

Facing Change

The Pace of Organisational Change
Where to Focus Your Efforts
Managing in Today's Changing Organisation
The Importance of Continuous Learning
Organisational Responses to Change
The Leader's Role During Change
Five Elements to Change Planning
Preparing for Change
Five Phases in Planning for Change

Understanding Change

Recognising that Change Involves Loss
Common Losses from Workplace Change
Building Supportive Relationships to Ease Change
Transitioning Through Change
The First Reaction to Change: Denial
The Second Phase: Resistance
Using Ritual to Transition out of Resistance
The Final Phase: Exploration and Commitment
Identifying the Phases in Your Teams Behaviour
Management Strategies for Each Phase
Beware the Traps of Transitioning too Quickly
Eight Guidelines for Leading Change

Leading Change

Communicating About Change
Guidelines for Informing your Team
Meeting with Employees Throughout the Change Process
Planning and Leading a Change Meeting
Formulating Your Message
Better Communication Through Active Listening
Setting the Stage for Engaging Your Team
Motivating Your Team to Get Involved
Six Steps for Getting Involved Together
Maintaining Employee Involvement
Becoming a Change Leader
Creating a Vision with Your Group

Creating a Change Action Plan

An Action Plan for Success