

A close-up photograph of a vibrant green leaf, likely from a grass or similar plant, covered in numerous clear water droplets. The droplets are of various sizes and are scattered across the surface of the leaf, which shows fine veins. The background is a soft, out-of-focus green, suggesting a natural outdoor setting. The overall image has a fresh, clean, and natural feel.

in equilibrium

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In-house training course details

Managers Managing Change

Overview

In the current changing business environment the ability to communicate and lead change whilst managing our own reactions is a key part of the management role. Having the confidence to engage with the change process in a positive and empowering way is important in influencing other's perception of change.

This course is designed to offer managers a greater understanding of change and to introduce a range of practical change management tools which can be used to develop a change management development plan.

Main areas covered

- Why organisations need to change. What are the drivers for organisational change? What are the benefits?
- What are the critical success factors of successful organisational change management? How do we identify key stakeholders?
- What is the role of the manager in implementing and managing organisational change?
- The process of change and how to manage the transition from an individual, team and organisational perspective
- Introduction to a range of practical change management tools and processes e.g. Stakeholder Analysis and Force Field Analysis
- How people respond to change – the process and individual personalities and how to manage both. How to identify sources of pressure and minimise the risk to self and others
- How to prepare a Change Management Development Plan

Key Benefits

- Be able to engage with the change process in a positive and empowering way
- Learn practical tools to make potentially difficult situations easier for you and your team
- Continue to achieve positive outcomes during and immediately after the change programme
- Learn to recognise the drivers for change, the different types of change and the critical success factors so that appropriate action can be taken when required
- Develop an Action Plan and reflect on further development needs so that improvements continue to be made

Content summary

Introductions

- Course structure, purpose and objectives

The Need for Change

- Why do organisations need to change?
- What are the drivers for organisational change?
- What are the benefits?
- Critical success factors

The Manager's Role in Managing Change

- Characteristics of a Learning Organisation
- Management skills required
- Managing change in a team

Managing the Transition

- Individual, team and organisational perspectives
- 7 stages of organisational change
- The Kuber Ross model

A Framework for Thinking about Change

- Different stages of the framework
- Factors to consider during the planning stage

Change Management Tools

- Force field analysis
- SWOT analysis
- PEST/PESTEL Analysis
- Stakeholder analysis

Sources of Pressure

- Consider the sources of pressure
- Recognising signs and symptoms of stress
- A pro-active approach to forecast and manage pressure

Action Planning

- Consider a structured approach to managing change
- Reflection on key learning points
- Preparing for change – a team development plan

Course Details

Duration: half day

Optimum delegate numbers: 12

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