

## Change Management for Managers

**Length:** 1 Day

**Who Should Attend:** Executives, managers, supervisors and lead line personnel who want to excel in their effectiveness in implementing and managing change. This training improves the leadership competencies to facilitate, coach, communicate vision and gain commitment.

**Are your people ready for change – or more importantly – are your managers ready to lead the process of change?**

This training is designed to train managers on the essential skills needed to facilitate and lead through the change process. Managers learn how to better deal with resistance to change, how to implement the change management process effectively and overcome the barriers to change.

**Training Benefits:**

- Increase skills to successfully manage people in an environment of change
- Develop the working knowledge to recognize the effects of change on the individual and within the organization
- Improve the understanding of why people resist change
- Increase the ability and confidence to help individuals and organizations overcome the resistance to change
- Refine the ability to plan for and implement change more successfully
- Achieve an understanding of how to structure communications to facilitate change

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## COURSE CONTENT

### UNDERSTANDING CHANGES AND YOUR ROLE

- Identify the changes impacting your group
- Understand why these changes are being made
- Identify how the changes will impact your team
- Understand your role

### ADAPTING TO CHANGE: THAT IS HAPPENING TO YOU

- Identify your own areas of resistance

### LEADING EMPLOYEES THROUGH CHANGE

- Discuss your objections or concerns
- Make a personal choice to support and participate in the change

### DEVELOPING COMPETENCIES FOR MANAGING CHANGE

- Understand the concepts of change management
- Learn how to use the tools for managing change
- Develop action plans for working with your employees

### INTRODUCING CHANGE TO YOUR EMPLOYEES

- Introduce change effectively to your group
- Build Awareness of the need for change, including:
  - Why a change is needed
  - Current performance level
  - Objective for this change

## **MANAGING EMPLOYEES THROUGH THE TRANSITION**

- Develop individual change action plans for each employee
- Develop leadership skills creating an Organizational Culture that Embraces Change Management
- Developing a Change Management Plan
- Why Change Management often Fails
- Measuring the Impact of Change Processes

## **REINFORCING AND CELEBRATING SUCCESSES**

- Collect and analyze employee feedback
- Measure performance
- Leadership creating an Organizational Culture that Embraces Change Management
- Developing a Change Management Plan
- Why Change Management often Fails
- Measuring the Impact of Change Processes
- Reinforcing change with your team through:
  - Accountability systems
  - Root cause analysis and corrective actions
  - Celebrations, recognition, and rewards