



## Change Management & How to Lead Change

Implementing change is not always easy. Some accept it; some resist it before accepting and some reject it. Change management is a structured approach to shifting individuals, teams and organizations from a current state to a desired future state. It is an organizational process aimed at empowering employees to accept and embrace changes in their current environment. This course provides change-leaders the tools and skills to manage and lead change.

### Expected Accomplishments

- Ability to reflect on the principles of change management
- Use various methods for planning change
- Understand the required steps for change
- Facilitate change activities with others and achieve change
- Identify human and financial factors in the consideration of change
- Be aware of the true importance of communication and involving people to facilitate effective change
- Identify resistance to change and facing the pitfalls
- Understand the role of leadership in driving change

### Course Outline

- The principles of change management
- Methods of planning for change
- Using planning tools
- The importance of communication
- Thinking about change
- Getting commitment and involvement
- Types of change and the 10 steps of change
- Differing approaches to leadership and change
- Kotter's "Eight Stage Process" to change management
- Development of a change action plan
- Discussions/coaching, feedback, questions, and action plan to "Apply" for the next year

### Who Can Benefit

Anyone empowered to lead change or anyone intending to implement change

### Related Training

- Effective Managerial Skills
- Strategic Planning for Superior Performance
- Teambuilding & Motivation at Work





### Duration

3 days

### Mode

Consultant led classes including a combination of lectures, audio-visual materials, group work, role plays and discussions

### Prerequisites

Basic knowledge of the subject and supervisory/managerial experience

### Course Code: MGT-390

