

Managing Change

Purpose

This course is designed for individuals who are responsible for leading change within the organization.

Description

Change is here! It's everywhere! But what if you don't like change or what if all change seems to require your immediate attention? A Change Matrix and an Integrated Model for Leaders and Followers can help supervisors, managers, and employees manage change.

Outcomes

- Determine if changes need to be or are process driven, people driven, or both
- Look at change from different points of view
- Use an Integrated Process to plan and implement change in the workplace.

Features

- Explore models for understanding and managing change
- Examine own feeling and thinking about change
- Network and learn from and with others in the organization
- Discover ways to manage change in the workplace

Module Specifications

Trainer's Guide includes:

- ✓ A list of all supplies and materials needed
- ✓ A room arrangement for effective learning
- ✓ Schedules for leading a full-day event or a half-day event
- ✓ Masters for activities, additional handouts, and/or flip charts
- ✓ Trainer's notes and thumbnails of related PowerPoint slides
- ✓ Full participants' guide with answers, making facilitation easy
- ✓ "Facilitator Tips" for making the most of the learning time
- ✓ A CD with PowerPoint slides

Participants' Guides are workbooks to be used during the training, including application pages that will help participants put learning into action on the job.

The Halbert Company can also provide trainers to help you implement this training.