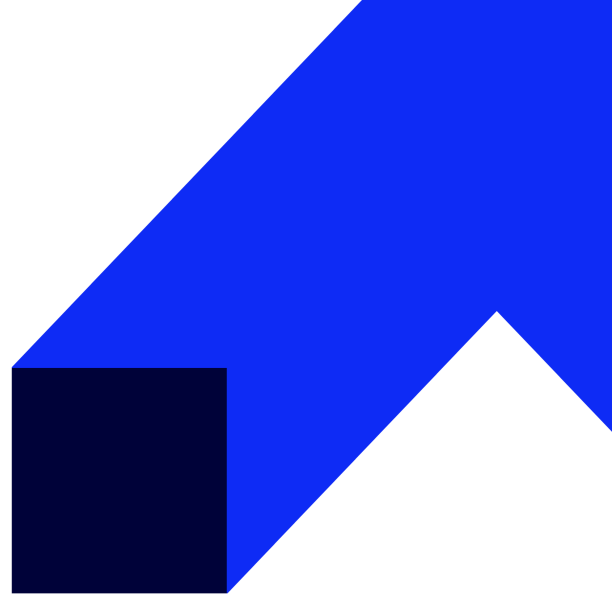


Change Management

"Time of change is a time of anxiety or new possibilities.
Your attitude will decide which of these things will be yours."
- Ernest C. Wilson



Purpose of the training

- Familiarize participants with key research on people's reactions to changes in the organization.
- Show tools and methods to support the implementation of changes in the organization
- Show how to effectively use Situational Leadership to implement changes
- Become familiar with the ways of responding to negative attitudes related to making changes
- To enable students to learn how to recognize the main types of reactions to change
- Teach an effective way of transferring and making changes taking into account the Situational Leadership model



Benefits of completing the training

After completing the course, the participant:

- Understands the importance of change for organizational development and business building
- Has key knowledge about the process of implementing changes
- Is able to use the Situational Leadership model for effective change management
- Knows states of reaction to change and can recognize them among employees
- Can react constructively to change
- Can accordingly communicate change to other employees



Expected Listener Preparation

Basic managerial skills.



Training Language

- Training: English
- Materials: English



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Training agenda

1. Definition of change, or what we are dealing with
 - Explain the essence of the change
 - Factors forcing change: internal and external
 - The cycle of change in the organization
 - The most popular change methodologies: Kurt Lewin Model, Kotter Model, ADKAR Model
 - Cascading and agile change models
2. Me and the others, or diagram of mutual relations in change
 - How to start changes?
 - Teach how to respond effectively to the change process
 - Realize possible attitudes in response to changes
 - Allow you to define your own optimal role in change
 - Teach how to define roles during the change process
 - Impact, prioritization and resistance of stakeholders to the effectiveness of change
3. A graph, or a curve of change, what we can expect from ourselves and others
 - Present typical reactions and behaviours occurring during the change
 - Familiarize with the typical reactions and behaviour of those who initiate changes
 - Discuss the emotions accompanying changes
 - Teach appropriate responses to existing emotions
4. The leader implementing the change?
 - Familiarize yourself with the most important tasks of a leader in change management
 - Show how you can use the Situational Leadership model to implement changes in your organization
 - Teach practical ways of planning and implementing the change matrix
 - Familiarizing with internal and external threats in the change process

5. Leader implementing the change?

- Familiarize yourself with the most important tasks of a leader in change management
- Show how you can use the Situational Leadership model to implement changes in your organization
- Teach practical ways of planning and implementing the change matrix
- Familiarizing with internal and external threats in the change process

6. Difficulties and resistance

- 5 barriers to change and ways to overcome them
- Tools useful in dealing with difficulties: strength field analysis, stakeholder analysis, engagement map
- How to deal with employee resistance in change?
- Implementation tools that the leader can use when working with his team

7. Summary of the workshop

- Developing plans for implementing new knowledge and methods at the workplace
- Developing individual "vaccines" and "rituals" to support change.