



Managing Change for Managers

Aims

This course will provide Managers and Supervisors with an understanding of the change process and the impact of change on their teams and other individuals. Delegates will learn the techniques used to assess and implement changes and a good system of practice to ensure a successful outcome.

Objectives

By the end of this course you will be able to

- Have the opportunity to prepare for changes
- Gain the skills required to implement change
- Begin to draw up a practical action plan
- Understand the “hard ” and “soft” change issues
- Develop some thoughts on leading the change programme
- Be able to promote a positive attitude towards change

Who Should Attend

Any Manager or Supervisor who is involved with implementing changes within their organisation.

Course Content

Using an established change model (Kotter)

- Establishing a sense of urgency – why the need for change?
- Creating the guiding coalition – who needs to be involved?
- Developing a vision – what are we trying to create?
- Communication of the vision – how do we inform people?
- Empowering people to carry through the change – who does what?
- Generating short term wins – how do we measure success?
- Consolidating gains – how do we keep up momentum?
- Anchoring in the culture – how do we know we changed?
- The practicalities of change management
- Decision making skills – the foundation of effective management
- Evaluating the outcomes – if we had to do this again what would be different

Duration 1 Day