



Overview:

Very few, if any, companies are immune from change these days. Most companies are either preparing for change, in the middle of managing change or just simply having a hard time recovering from some previous change.

Wherever you are with managing change, helping your people is essential. Most change programs fail because nobody looks at the emotional fallout and the effect on people's lives. Good change management needs key people within your organization to develop the skill and insight that will make a difference to the way things happen around them.

In order to manage change in others you need first to examine how you got to be, who you are, define your communication resources and investigate your personal beliefs and values.

Our Change Management Training deals head on with the challenge of change. Our Program covers the effect of rules, assumptions, and patterns, the roles people play and conflicting ways of thinking and perceiving.

Training Topics:

- Why do organizations change?
- Why do some of these changes fail?
- How can we facilitate change?
- Risks of not managing change
- Factors resisting change
- Major types of change
 - Organization-wide Vs Subsystem
 - Remedial Vs Developmental
 - Unplanned Vs Planned
- The eight steps of successful large scale change
 - Increase Urgency
 - Build a Guiding Team
 - Get the Vision Right



- Communicate for Buy-In
- Empower Action
- Create Short-term Wins
- Don't Give Up
- Make Change Stick
- Mistakes in change management and lessons learnt
 - Not understanding the importance of people
 - Not appreciating that people throughout the organization have different reactions to change
 - Not being candid
 - Not appropriately setting the stage for the change
 - Not using the appropriate strategies for the particular change
 - Not recognizing the new relationship between employers and employees
 - Underestimating human potential

At the end of the program, change initiatives that the organization has either worked on, and has failed, or are planning to be worked on, are identified. The training group will then create a Change Management Plan for one of those initiatives using all the techniques that were taught in the program.

Each group will have to present their Plan to some key members of the management who will give them feedback on the viability of the initiative.

Training Hours:

The duration of the training program will be 16 hours

Training Methodology:

- PowerPoint Presentation
- Role Plays
- Games and Group Activities
- Case Studies



MMM Training Solutions
Seamless Transformation

Change Management Training



Resources Required:

- MMM Training Solutions will conduct the training.
- Maximum number of participants to a class will be 15.
- The training program will be conducted at a venue organized by the client.
- The following will be provided by the client:
 - Handouts will be printed/photocopied
 - The LCD projector
 - Audio speakers