

Adapting to Change

Aim

To understand from a business, team and productivity perspective, the importance of quick adaptation to change in a working environment. Ineffective change responses leads to a breakdown of strategy which in turn impacts negatively on the outcome. From a leadership perspective the specific circumstances that go along with change need to be identified, understood and effectively addressed. From a team's perspective understanding how to navigate the changes effectively becomes invaluable.

What Others Had to Say About this Course...



As usual I am taking home so much to work with. Thank you for making it so relevant to my organisation. Cecil – SA Metal

Who Should Attend this Course?

This course will benefit emerging and seasoned Supervisors, Managers, and Leaders.

Outcome

The delegate will be able to demonstrate and implement a better-planned and formalised way forward, managing change whilst retaining and/or increasing productivity.

SAQA US ID	NQF LEVEL	CREDITS	US TITLE
115407	5	10	Apply the principles of change management in the workplace

The unit standards above are an indication of the content of the workshop. Our workshop theories are designed to include the outcomes recommended by SAQA US IDs.

Duration: 2-Days

Content

What is Change Management and How Managing Change Achieves Better Results	<ul style="list-style-type: none"> • Defining change management • The effect of change • What to consider prior to implementing change? • How big a role does change play in a professional environment?
The Nature of Change	<ul style="list-style-type: none"> • Approaching change from an organisational change perspective • Approaching change from a team change perspective • Approaching change from a management perspective • What to do when the 3 do not align
Reactive and Proactive Change	<ul style="list-style-type: none"> • Investigating both reactive and proactive organisations • Investigating leadership styles • Put it into practice
A Model for Effective Change Management	<ul style="list-style-type: none"> • Beer et al model for change • Bullock and Batten model for change • Kotter's eight step change model • Put it into practice
The Individuals' Process of Resistance to Change	<ul style="list-style-type: none"> • The filter of the mind • How our perceptions are formed • Signals of resistance • How we as individuals behave when faced with change • The importance of Emotional Intelligence and Critical Thinking in rapidly changing environments.
Top Ten Reasons for Resistance to Change and How to Overcome them	<ul style="list-style-type: none"> • Top ten reasons people resist change • Overcoming fears and resistance through persuasion • Working with team needs
Preparation and Planning Ways to Manage the Risk	<ul style="list-style-type: none"> • Aligning to principles/vision and goals • Identifying inherent risks • A third dimension of costs and risks • Putting a risk register together
Keeping it Real, Putting it into Practice	<ul style="list-style-type: none"> • How to manage your meetings • How to deal with difficult meetings

Optional Purchases: When ROI and Implementation Matter!

At Staff Training, we understand that each individual and/or organisation has unique needs and goals. We have developed a range of valuable, but optional purchases to maximise your training outcomes:

SETA Accredited training options

Most of our workshops are aligned with SETA Accredited unit standards, **or** you can opt for the fully accredited version of your workshop choice. This includes a certificate of competence when successfully completed. All other certificates are certificates of attendance.

The Afterburner

Afterburners are an optional addition to selected workshops. These continued learning courses include a re-cap of material covered during the workshop and continue to expand on both knowledge and skills development for the workplace. An outline of Afterburner content is included in this document, if available for the chosen workshop.

Skills Check

Skills Assessment Checks are a further optional enhancement tool. These Skills Checks are structured to help the learner improve on the implementation of new skills through a goal driven process of accountability and reflection. Skills Checks are extremely useful in the measurement of ROI of soft skills training.

LevelUp Coaching

A 2-hour, one-on-one coaching option for those who would like to address and build on the knowledge they gained during training. These sessions are particularly useful for unpacking real life scenarios and assisting with converting theory into practice under the tutelage of an experienced coach.

Surveys

Pre- and post-workshop surveys are available to help determine your specific goals and current training or change related needs. Surveys are a great measurement tool and help determine the impact of HR and management efforts.

PowerPath Coaching

An add-on to our management courses and a powerful investment into your future leaders. One-on-one leadership coaching with the globally acclaimed Enneagram self-mastery tool.

Staff Training is an accredited IEQ9 Provider. Our Enneagram offerings include a SETA Accredited version of a leadership development workshop as well as an emotional intelligence and Enneagram combination. You can also explore our specialist hybrid offerings of workshops and coaching below.

[Enneagram Group Coaching Journey](#)

[Enneagram: Insight to Action](#)