



## ***Avoiding the Weeping & Gnashing of Teeth in Managing Change*** **Offered by Silvers HR, LLC**

### **Course Description**

This course is designed to teach you the strategic and tactical elements of managing change in an organization. You will learn how to plan and communicate the change in order to gain buy in from key players and have them work effectively in your favor. You will also learn the typical responses to change and how to address those.

### **Who should enroll?**

Supervisors, managers, business owners, HR specialists, and anyone who is dealing with or planning a change in their organization.

### **Objectives – You will learn to...**

- Identify the key elements necessary to plan and execute a successful change in an organization
- Determine the right players to have on the change management team in order to be successful.
- Determine the mental roadblocks and address those up front.
- Identify the stages of change and what to do with individuals who “can’t move on.”
- Set and track measures of success in the change process.

### **Course Highlights**

- I. Planning for Change
  - a. Key elements in planning for change
  - b. Roles for the change management team

- c. Communication strategies
- II. The change process
  - a. Essentials you must have to be successful
  - b. The road to acceptance
  - c. Typical patterns of behavior
- III. Establishing the need for change
  - a. Getting buy in
- IV. Managing Resistance
  - a. Addressing employees' concerns
  - b. Sustaining commitment
- V. Measuring success
  - a. Setting change goals and achieving them
  - b. Recognition and reward tools

***Contact us at (916) 791-8506 for more information***