Understanding Change in the Workplace

Duration: 2 Days
Accreditation: ILM

Accreditation

This 2 day workshop is accredited by the Institute of Leadership and Management (ILM) under the title "Understanding Change in the Workplace".

To gain accreditation delegates will be required to complete a short assignment. This accreditation can also be used as two credits towards an ILM Level 3 Award or Certificate.

Introduction/Summary

Change is an integral element of the business world, if we are to succeed we need to adapt and evolve. Keeping up with change and managing a business through the change process is a key requirement of today's manager. This workshop enables you to understand the benefits of change within an organisation and provides you with the means to overcome any barriers.

Change can have effects on human and financial elements of the business and during this programme we will look at ways in which we can combat any negativity arising from the process.

This workshop can be tailored to meet your needs and delivered at your own premises.

Content

The workshop aims to cover the following content:

- The benefits of change and the consequences of not changing
- The role of change in the survival and prosperity of organisations
- Concepts of creativity and innovation and their significance for organisational success and change management
- The role of communication in successful implementation of change
- Barriers to change and innovation – how to identify them and other difficulties in implementing change
- Means of overcoming barriers and difficulties including unfreezing and freezing techniques
- Methods to monitor and control progress of change against plan, including use of Gantt charts, and network plans
- Change fatigue and its adverse effects
- Ways to organise and co-ordinate resources and activities to achieve planned change
- Ability to differentiate between fixed and variable costs
- Direct and indirect aspects of change – human and financial effects upon other people, departments and organisations

Requirements/Pre Requisites

There are no pre-requisites for this course.