



## Managing Change in the Workplace

### ► Upcoming Sessions

19-23 Aug 2024	London - UK	\$5,950
14-18 Oct 2024	Amsterdam - The Netherlands	\$5,950
16-20 Dec 2024	Paris - France	\$5,950
27-31 Jan 2025	Dubai - UAE	\$5,950

### ► Training Details

#### Training Course Overview

Change is inevitable in today's dynamic business landscape. This training course, "Managing Change in the Workplace," is designed to provide managers, team leaders, and professionals with the essential skills and knowledge to navigate and lead organizational change effectively. Participants will learn about change management theories, practical strategies, and the human aspects of managing transitions to ensure their teams remain productive and motivated.

#### Training Course Objectives

**By the end of this Anderson training course, participants will be able to:**

- Gain a thorough understanding of the nature and types of change in organizations
- Learn strategies and tools to manage change effectively
- Master techniques for clear and effective communication about change
- Strengthen leadership capabilities to support and guide teams during transitions
- Foster a culture of adaptability and continuous improvement

#### Designed for

**This training course is suitable to a wide range of professionals but will greatly benefit:**

- Managers and Supervisors responsible for overseeing teams and projects
- Team Leaders who lead smaller groups within larger organizations
- HR Professionals involved in employee development and organizational planning
- Project Managers
- Change Agents tasked with implementing or facilitating change within an organization

#### Learning Methods

This training course will utilize a variety of proven adult learning techniques to ensure maximum understanding, comprehension and retention of the information presented. The facilitator will provide interactive presentation that incorporates slides, videos, group

## ► Training Details

### Day One: Understanding Change

- ▶ Introduction to Change Management: Overview of the course and its relevance in today's workplace
- ▶ Theories and Models of Change: Study of Lewin's Change Management Model, Kotter's 8-Step Process, and other frameworks
- ▶ The Impact of Change: Discussion on how change affects organizations and employees at different levels
- ▶ Identifying Drivers of Change: Recognizing internal and external factors that necessitate change

### Day Two: Preparing for Change

- ▶ Assessing Organizational Readiness: Techniques to evaluate how prepared your organization is for change
- ▶ Developing a Change Management Plan: Steps to create a structured approach to change
- ▶ Stakeholder Analysis and Engagement: Identifying key stakeholders and strategies for engaging them
- ▶ Communicating Change Effectively: Crafting and delivering clear, consistent messages about the change

### Day Three: Implementing Change

- ▶ Strategies for Successful Implementation: Best practices and tactics for rolling out change initiatives
- ▶ Overcoming Resistance: Understanding why people resist change and how to address their concerns
- ▶ Case Studies: Analysis of real-world examples of successful and unsuccessful change initiatives
- ▶ Group Exercise: Developing a detailed implementation plan for a hypothetical change scenario

### Day Four: Leading Through Change

- ▶ Leadership Skills for Change Management: Enhancing leadership capabilities to guide teams through change
- ▶ Building a Change-Ready Culture: Creating an organizational environment that embraces change
- ▶ Coaching and Supporting Employees: Techniques for supporting staff emotionally and professionally during transitions
- ▶ Tools and Techniques for Monitoring Progress: Methods for tracking the progress and impact of change initiatives

### Day Five: Sustaining Change

- ▶ Evaluating Success: Criteria and methods for assessing the effectiveness of change efforts
- ▶ Maintaining Momentum: Strategies for ensuring ongoing commitment and continuous improvement
- ▶ Reflective Practice: Reviewing lessons learned and identifying future opportunities for improvement
- ▶ Action Planning: Developing a personal action plan to apply the course learnings to your own organization

## ► The Certificate

Anderson Certificate of Completion will be provided to delegates who attend and complete the course

## ▶ INFO & IN-HOUSE SOLUTION

For more information about this course, call or email us at:

Call us: +971 4 365 8363

Email: [info@anderson.ae](mailto:info@anderson.ae)

Request for a Tailor-made training and educational experience for your organization now:

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