Dale Carnegie® Training

www.dalecarnegie.com

Competencies that are addressed:

PRIMARY COMPETENCY CATEGORIES:

• **Change Management—** Proactively seeks opportunities to redirect self, others, and the organization to achieve desired results.

RELATED COMPETENCY CATEGORIES:

• **Leadership—** Drives business results by aligning the vision, mission, and values to enhance business value. Is able to enlist the willing cooperation of others, while tapping into their highest skills and abilities, to achieve desired results.

• **Creative Thinking—** Innovative. Incorporates existing ideas and new ideas in a unique approach to resolve issues and capitalize on opportunities.

• **Management Controls—** Exercises necessary management controls to ensure the integrity of the organization's processes.

Manage Change Effectively

SUMMARY

One of the most challenging responsibilities of management is leading organizations and personnel through organizational change. This module will focus upon the impact of organization changes due to internal and external factors, the role of the manager and how that role changes as a result.

CONTEXT

As managers you are responsible for three clear areas of change management:

1. Managing organizational change
2. Managing individuals during organizational change
3. Managing yourself during organizational change

By taking a prepared, organized approach, you can plan and execute the necessary strategies for guiding your organizations through times of change.

At the completion of this module, participants will be able to:

• Avoid the most common change management mistakes
• Understand a model for change
• Define the type of change currently occurring in the organization
• Manage yourself and others during organizational change

"What is necessary to change a person is to change his awareness of himself."
—Abraham Maslow