



MANAGING THE IMPACT OF CHANGE

Programme Aims

To equip managers/team leaders with the ability to manage and communicate the change process occurring within their operational area so they can support both themselves and their team members through the changes.

Objectives

By the end of the workshop managers/team leaders will have:

- An understanding of the change process and the impact this has on individuals
 - A greater understanding of how to look after themselves during periods of change
 - Identified ways to prevent the pressures of change turning into stress
 - Learnt how to communicate changes positively and effectively
 - Identified ways in which they can provide support for their team members
 - Identified resources that can be used by themselves and their teams for ongoing support
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Outline Content

- Introduction, Objectives, Expectations
- Change in Context
 - *Understanding the need for change*
 - *How these changes relate to the wider context*
- The Transition Curve
 - *Understanding the process of change*
 - *How people react to change*
 - *The effects of change upon individuals*
- The relationship between change and stress
 - *Recognising some of the early warning signs of stress*
 - *Identifying ways of pressure turning into stress*

Continued overleaf

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ICAS WELLBEING

MANAGING THE IMPACT OF CHANGE

- **Your role as a manager of change**
 - *Dealing with your own emotional reactions to change*
 - *You as a communicator of change*
 - *Communicating change effectively*
 - *Supporting your team through the transition process*
 - **Change Management Resources**
 - *Identifying the organisational resources you can use to assist you in managing change*
 - *Using the EAP as a change management resource*
 - **Personal Change Management**
 - *Looking after yourself during the changes*
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General

- 1 day (7hours)
- The programme will use a variety of learning methods including syndicate group work and case studies.
- Due to the interactive nature of this programme we would recommend that the number of participants is limited to a maximum of 10 per programme

