



## Change Management



## Change Management Training Course Outline

### Foreword:

Change Management Training is important in today's professional world as organisational change is more the norm rather than the exception. More than ever, work roles and organisations are in a state of flux with changes in structure, re-deployment, and return to work, redundancy and personal crisis. Hence it is important to understand the change management process and learn some important change management tools.

Change takes place on three different levels:

1. the Individual
2. the Team
3. the Organisation

Organisational change management has to happen at all three levels as they are interrelated.

This **Change Management** Training Program is geared toward teaching the change management process as well as some change management tools and principles that can support managers, consultants and other change facilitators to fulfil their mission: to initiate and sustain change processes.

### Course length:

1-day

<p>Change Management Training Course - Lesson 1 <b>Preparing for Change</b></p> <ul style="list-style-type: none"><li>• Defining your Strategy</li><li>• Building the Team</li></ul>	<p>Change Management Training Course - Lesson 2 <b>Identifying the WIIFM</b></p> <ul style="list-style-type: none"><li>• What's in it for Me?</li><li>• Building Support</li></ul>
<p>Change Management Training Course - Lesson 3 <b>Understanding Cycle of Emotions for the Individual</b></p> <ul style="list-style-type: none"><li>• Denial</li><li>• Avoidance</li><li>• Passive Acceptance</li><li>• Challenged</li><li>• Committed</li></ul>	<p>Change Management Training Course - Lesson 4 <b>Managing the Change</b></p> <ul style="list-style-type: none"><li>• Developing a Change Management Plan</li><li>• Developing a Communication Plan</li><li>• Implementing the Plans</li></ul>

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<p>Change Management Training Course - Lesson 5 <b>Gaining Support</b></p> <ul style="list-style-type: none"><li>• Gathering Data</li><li>• Addressing Concerns and Issues</li><li>• Evaluating and Adapting</li></ul>	<p>Change Management Training Course - Lesson 6 <b>Making it all Worthwhile</b></p> <ul style="list-style-type: none"><li>• Leading Status Meetings</li><li>• Celebrating Successes</li><li>• Sharing the Results and Benefits</li></ul>
<p>Change Management Training Course - Lesson 7 <b>Using Appreciative Inquiry</b></p> <ul style="list-style-type: none"><li>• The Four Stages</li><li>• The Purpose of AI</li><li>• Examples and Case Studies</li></ul>	<p>Change Management Training Course - Lesson 8 <b>Bringing People to your Side</b></p> <ul style="list-style-type: none"><li>• A Dash of Emotion</li><li>• Plenty of Facts</li><li>• Bringing it all Together</li></ul>
<p>Change Management Training Course - Lesson 9 <b>Building Resiliency</b></p> <ul style="list-style-type: none"><li>• What is Resiliency?</li><li>• Why is it Important?</li><li>• Five Easy Steps for the Leader and Individual</li></ul>	<p>Change Management Training Course - Lesson 9 <b>Building Flexibility</b></p> <ul style="list-style-type: none"><li>• What is Flexibility?</li><li>• Why is it Important?</li><li>• Five Easy Steps for the Leader and Individual</li></ul>

**Change Management** is one of the Professional Development Training Courses delivered by **contract trainers** in Brisbane, Sydney, Canberra, Melbourne, Adelaide and Perth.

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