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## Moving Quickly Through Change

This program provides participants with skills and knowledge for adapting to an environment of change. It will equip them with communication strategies for embracing organizational change initiatives and enable them to examine the phases of change, how to handle the emotional side of change and how to work through the change process to achieve desired results.

### Program Content:

#### Introduction

#### Change is Constant

- What Is Change?
- Causes of Change
- Responses to Change
- Reasons Individuals Resist or Accept Change
- Do's and Don'ts Associated with Change

#### Change Versus Transition

#### Managing the Human Side of Change

- The Change Cycle
- Strategies for Managing Endings and Losses (Stages 1 and 2)
- Strategies for Managing the Neutral Zone (Stages 3 and 4)
- Strategies for Managing Beginnings (Stages 5 and 6)

#### Accepting Change

- The Positive Side of Change
- Sending the Right Message
- Helping Others Embrace Change

#### Tips for Handling Change

- What Can You Do to Make the Most Out of Change?
- Overcoming Stress During Change