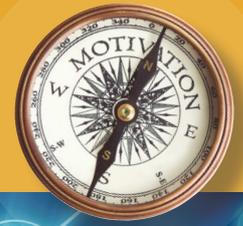


COMMUNICATING DURING CHANGE

Two Days



Overview

The Communicating During Change Programme is designed to provide leaders and employees with the essential communication skills and knowledge they need to manage others during times of change.

The Programme is structured around four key themes:

- Why change initiatives fail from a communication strategy perspective, including barriers to communication
- The different types of communication tactics needed to successfully manage change initiatives
- Ensuring the right individuals are used to deliver the change message across the organisation
- Developing an action plan to successfully communicate change in your organisation.

Topics Covered

1. The importance of communication
2. Types of communication
3. Revolutionary versus evolutionary change
4. Communication tactics
5. Case studies
6. Action plan and communication strategy

Target Audience

This programme is for:

- Leaders undergoing change now or in the near future as a result of:
 - Organisation restructure
 - Change in strategy
 - Merger or takeover
 - Systems implementation
 - Business process re-engineering
- Leaders who want to understand the needs and concerns of employees before implementing change initiatives

Course Objectives

After completing this training course, you will be able to:

- Understand the effects of change on your team members
- Develop key communication strategies
- Implement strategies to assist team members through change

COMMUNICATING DURING CHANGE



Change Factory Training Programmes

Change Factory offers public and in-house change management training programmes. To ensure you get the most out of your training, choose the most appropriate training course for your role in the change process. Please note that each training programme can be customised for organisations and individual circumstances.

Role	Training Course
<ul style="list-style-type: none">• Change Leader• HR Manager• Supervisor• Change Consultant• Individual interested in learning more about change management	<ul style="list-style-type: none">• Leading Change• Building Organisational Change Intelligence• Communicating During Change
<ul style="list-style-type: none">• Front line employee• Supervisor• Change Consultant• Individual interested in learning more about change management	<ul style="list-style-type: none">• Coping with Change• Building Organisational Change Intelligence

Change Factory has a strong commitment to its clients both pre- and post-training. To ensure long term benefits of training programmes, Change Factory offers the following:

1. 30-minute Consulting session

Offered to all participants post-training, this is a session where you can discuss specific issues in confidence with a change management expert post-training.

2. Change Factory's Transformation Diagnostic

Offered to all participants after the training, this tool assesses your organisational change readiness.

3. Change Management Resources

Plenty of resources to support you through change are provided on the Change Factory website, including regular change management and leadership articles via our email newsletter, *Winds of Change*.

Training Style

Our facilitators are engaging, experienced, quick on their feet and bring an element of fun to training. We believe in experiential learning and we use a variety of training styles and exercises including role plays, case studies, personal knowledge and anecdotes. We place a strong emphasis on practical implementation.

Why Change Factory?

We have successfully delivered change training in sectors ranging from agriculture to hospitality, from retail sales to the oil industry, and from utilities to banking. We were finalists in the Australian Institute of Training and Development's 2011 National Training Excellence Awards for blended learning solutions.

With a diverse team that includes an accredited NBI practitioner, a workplace psychologist, instructional designers, facilitators, process mapping experts, an engineer, and strategy experts, we're sure to have the capabilities you need to deliver training that really works.

For more information on our change training programmes, contact us today.

www.changefactory.com.au/changetraining

CONTACT US

✉ contactus@changefactory.com.au

☎ (03) 9329 6250

🌐 www.changefactory.com.au



Connect With Us

