Change management: understanding individuals and key stages

Duration: 0,5 day
Audience: Chargé de projet|Professionnel RH

Who is this training for?

- Managers and project managers
- Teams in transformation
- HR professionals or organizational transformation
- Team leaders facing strategic or operational changes

Training objectives

Enable managers to understand the foundations of change management and use practical strategies to engage their teams during organizational transformations.

- Recognize human reactions to change and identify common concerns.
- Define the manager’s role in a change context.
- Identify the key stages of a change management process and the manager’s role at each stage.
- Develop a communication and engagement strategy to effectively support employees during change.

Summary

This course introduces managers to the essential principles of change management. It focuses on understanding human reactions, structured change planning, and communication strategies that help engage teams. Through practical tools and interactive discussions, participants develop their ability to effectively support employees through any organizational transition.

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Course outline

Introduction

to Organizational Change

- Why change is everywhere
- Types

  of change (structural, technological, cultural, etc.)
- The

  manager’s role as a change agent

Understanding Human

Reactions to Change

- The change curve (Kübler-Ross or

  another model)
- Identify

  signs of concern within the team
- Activity:

  small-group discussion about real-life situations

The Manager’s Role During

the Transition

- Individual and collective support

  for the team
- Managing

  emotions and providing guidance
- Follow-up

  and adjustments

The Stages of a Change

Management Process

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The stages of a change process

- Activity:

  map the stakeholders

- Managing

  concerns

- Activity:

  identify my team’s concerns about my project

Team Communication

and Engagement

- Principles of effective

  communication during periods of change

- Discussion

  of the Sinek video

- Adapt

  the message to different employee profiles

- Engagement

  techniques: involvement, recognition, and feedback

- Activity:

  simulate communicating a change

Summary and Personal Action

Plan

- Review of key takeaways

- Develop

  a commitment or concrete action to take within 30 days

- Questions

  and discussion

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Approach and methodology

- Conceptual and interactive contributions
- Anchoring and analysis activities
- Case studies and scenarios
- Concrete application of participants to a change project

Recommendations

Participants are invited to reflect on recent experiences of change in their organization, whether positive or more challenging. It is recommended to identify a current or future transformation project or situation in order to facilitate the concrete application of the proposed concepts and tools.

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