

Effective change management skills

Location & Date

Date: 13th June 2019

Time: 10:00 - 16:30

Location:

Law Society of Scotland

Atria One, 144 Morrison Street, Edinburgh, EH3 8EX, United Kingdom

CPD Hours: 5hours

The world around us is constantly changing and we want to make our own changes. It's essential that individuals and organisations have the capacity and capability to initiate, manage, and respond to change.

This one-day workshop is ideal for anyone handling change in the workplace. Participants will get briefed on the theory and learn practical skills and techniques for proactively managing change, dependent on organisation and personal circumstances.

Learning outcomes

- Making the case for change
- Guide change, build alignment and mitigate risk
- Bring people with you; and manage the dynamics of pain and resistance
- Secure the returns on change
- Handle changes in the external world in which you're operating

Organisational benefit

The course will suit anyone handling change. It's particularly suited to those who are accountable for leading organisations, or for significant change programmes.

Trainer - Jonathan Smith, Director, Colthill Ltd

Jonathan brings deep professionalism in human resources and many years' experience in multinational, SME and start-up organisations in private, public and third sectors, including 29 years in Shell, where he held roles including Talent Manager for Europe and Russia, as well as leading change management training programmes, culminating in being HR Manager for Global Production.

The course is based on Jonathan's practical experience of what works. Jonathan now runs his own consultancy business. You can see his LinkedIn profile [here](#).

Prices

Reduced rate (Trainees, new members, accredited paralegals)

- £245 + VAT
- £195 + VAT (more than one place)

Member rate

- £295 + VAT
- £245 + VAT (more than one place)

Non-member rate

- £345 + VAT
- £295 + VAT (more than one place)

Unemployed member

- £195 + VAT

Programme Details

09:30 - 10:00 Registration and refreshments

10:00 - 10:15 Welcome and introductions

Session one: Change theories - how and when to apply them

10:15 - 11:00

- Introduce key elements of change theory
- How to choose which approach best suits your circumstances

In our opening session, participants will explore different approaches to change and learn which techniques suit certain circumstances.

11:00 - 11:15 Refreshments break

Session two: Guiding change, building alignment and mitigating risk

11:15 - 12:30

- How to align your organisation on what needs to change and why
- How to create and maintain a plan to guide the change
- How to identify and engage stakeholders

Participants will learn how to analyse issues and identify where to focus change. A practical plan to take back to the workplace and use to guide through change will be developed, as will the ability to identify and engage stakeholders.

12:30 - 13:15 Lunch break

Session three: Bringing people with you – managing the dynamics of pain and resistance

13:15 - 14:15

- People don't resist change, they resist being changed. It can feel like herding cats! Learn how to work with this to make your change succeed.
- Identify common challenges faced in change and how to address them.
- Understand human responses to transitions and how to adapt to ensure success

Techniques for handling the dynamics of pain and resistance to your own change will be examined and applied, including the Locus of Control and models from Bill Bridges and Peter Senge.

Participants will learn how to incorporate this knowledge into real world changes and their organisational setting.

Session four: Securing the returns on change

14:15 - 15:00

- Understanding the complex and long-term nature of the link between learning and business performance

- Implementation that works: building in steps to allow learning to be embedded
- Establishing new routines that change 'that's the way it is round here'

Using a mix of discussion and practical exercises, participants will make action to apply immediately, measuring the returns on change.

Learning will cover avoidance of measurement pitfalls and implementation techniques that allow organisations to change in practice.

15:00 - 15:15

Refreshments break

Session five:

Thriving in the changing world around us

15:15 - 16:00

- Explore the VUCA (Volatile, Uncertain, Complex and Ambiguous) world around us
- How to be a player rather than just reactive as the external environment changes
- Routines that organisations can use to thrive in the changing world

In facilitated discussions, participants will gain insight into techniques that work, learning from insights from leading practitioners, academics and peers.

Participants will gain confidence on handling VUCA, by learning a simple tool to help you and your firm adopt a routine to help you thrive in change.

Session six:

Wrap up, questions and next steps for implementing learning

16:00 - 16:25

- Ensure that all issues participants wanted to learn have been addressed
- Go over any items that participants want to clarify or hear again
- Put in place an action plan that participants can implement in their setting

16:25 - 16:30

Final comments and close of day