



PERFORMANCE  
LEARNING  
GROUP



Series 1:

# Managing Change



## Programme 1

# Why Change Happens

This programme aims to give you, the learner, a deeper understanding of how to approach, discuss and action changes in your work environment.

### Introduction to Programme

#### Activity 1:

1. What is meant by change management?

#### Activity 2:

2. What is PESTLE?  
• PESTLE analysis

#### Activity 3:

3. Internal factors that drive the need to change in organisations:  
• Force field analysis

#### Activity 4:

4. What is the potential impact of change within an organisation?

### Concluding Summary

## Programme 2

# Approaches to Change

This programme will outline several of the various models of change management available, talk through the steps and give a thorough understanding of how these models can be used to understand your own situation.

### Introduction to Programme

#### Activity 1:

1. Models for managing change:
  - Exploring the theory
  - Kotter's 8-step change model
  - Kübler-Ross change curve explained
2. Reflecting on the theory

#### Activity 2:

3. The role of leadership in change:
  - Situational leadership
  - Action centered leadership

#### Activity 3:

4. Engaging stakeholders in change

### Concluding Summary



## Programme 3

# Initiating & Planning Change

This programme aims to outline the practical approaches to initiate, plan and manage change in your organisation.

### Introduction to Programme

#### Activity 1:

1. The rationale for change

#### Activity 2:

2. Planning for change:
  - Beckhard-Harris change equation
  - Stakeholders - analysing power & interest
  - Porter's five forces

3. Implementing and monitoring change:

- Executing change
4. Overcoming risks and barriers:
    - Managing project risk
  5. Communicating change
  6. Supporting others through change

#### Activity 3:

7. Monitoring impact of change
8. Sustaining change

### Concluding Summary



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