

MANAGING CHANGE FOR YOUR TEAM

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Change

According to Merriam-Webster

1. *To make different in some particular*
2. *To make radically different*
3. *To give a different position, course, or direction*

“The only constant in life is change” - Heraclitus



Change



Know this:
**Change
sucks.**

Nobody wants to change. Nobody.
Even when they say they do.



Challenges to Managing Change

Think of the challenges you have faced?

1. Defining goals in a timely manner
 2. Poor Leadership and Lack of Alignment
 3. Identifying the resources to make change successful
 4. A lack of agility and slow approval process
 5. Planning the next steps
 6. Fear and Conflicts
 7. Resistance to change and lack of commitment
 8. Poor communication in the workplace
 9. Aligning all the teams with a new strategy
 10. Updating Everyone on the new processes
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Types of Change

Developmental Change

Any organizational change that improves and optimizes on previously established processes, strategies and procedures.

Little Change

Transitional Change

Change that moves an organization away from its current state to a new state in order to solve a problem, such as mergers and acquisitions and automation.

Big Change

Transformational Change

Change that radically and fundamentally alters the culture, core values and operations.

Massive Change



Addressing Change Ourselves

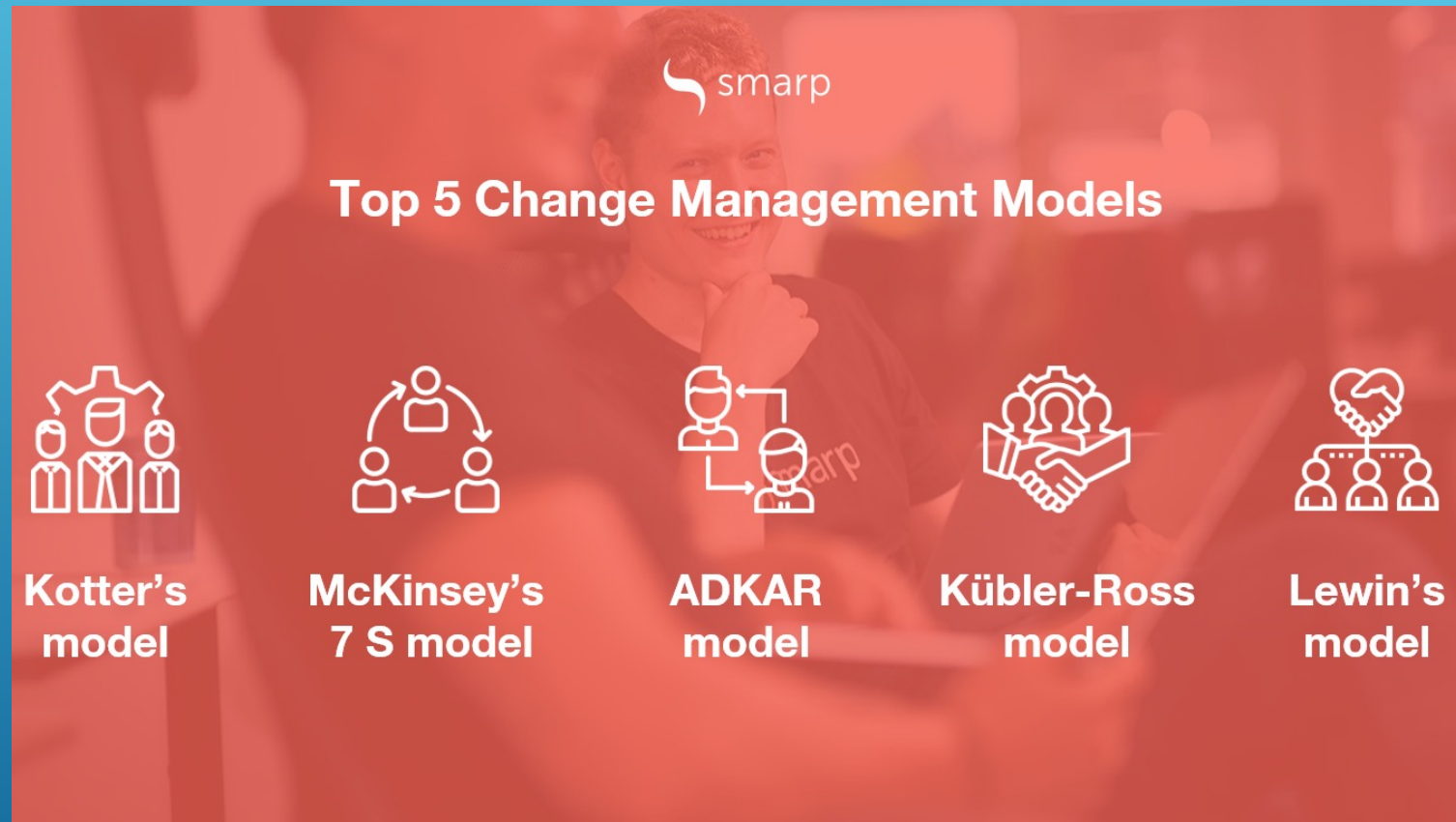
Have you

- Accepted the reasons?
 - Developed the vision?
 - Developed the plan?
 - And the alternatives?
 - Created a realistic and positive attitude?
 - Identified the Champions?
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Helping our teams through change

1. Define Clear Goals
 2. Be Honest and Transparent
 3. Train and Reassure your Team
 4. Encourage Conversations and Communicate Regularly
 5. Listen to your Employees
 6. Bring your Leaders on Board
 7. Choose the right Communication Tool
 8. Empower your Employees
 9. Encourage Knowledge Sharing
 10. Document and Make Information Accessible
 11. Recognize and Reward
 12. Make it Social
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Different Change Models



Kotters Change Management Theory

Increase urgency – Create a sense of urgency among the people so as to motivate them to move forward towards objectives.

Build the team – Get the right people on the team by selecting a mix of skills, knowledge and commitment.

Get the vision correct – Take into account not just the strategy but also creativity, emotional connect and objectives.

Communicate – Openly and frequently communicate with people regarding the change.

Get things moving – Get support, remove the roadblocks and implement feedback in a constructive way.

Focus on short term goals – Set small goals and achievable parts is a good way to achieve success without too much pressure.

Don't give up – Be persistent while the process of change management is going on, no matter how tough things may seem.

Incorporate change – Reinforce and make it a part of the workplace culture.

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Getting the Vision Correct

The SINGLE MOST IMPORTANT STEP

- Ask your self these questions
 - How does this fit into the corporate strategy
 - How does this improve what the department is doing?
 - How will your team members benefit from this?
 - How will you benefit from this?
- Wrap this into a single vision statement
 - Aligns team to why they are doing this
 - Aligns answers to questions as they surface
 - Addresses challenges before they escalate
- Sell the vision outside of your team
 - Your team will grow
 - Others will want to know

Communicate

Nobody likes a vacuum

Your team will want to know

- Progress
- Buy In
- Support from Leadership
- Challenges & Results

Your Leaders will want to know

- Status towards vision
 - Risks and mitigation
 - Changes and plans
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Communicate even more

The company and department need to know

- Is the vision still on track?
 - Is the timeline still on track?
 - Are you seeing the benefits?
 - Are you seeing challenges?
 - What your TEAM is saying?
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Focus on the Short Term Goals

Some days you just need the “I told you so..”

- Establish short term milestones such as
 - Installation
 - Demonstration
 - High level operation
- Establish buy in milestones
 - Proof of concept
 - Pilot Studies
 - Small pieces (Eating the elephant)

In Conclusion

- Change is part of life
 - Change is going to affect everyone differently
 - As a leader, it is up to you to manage change
 - Use your tools to manage change
 - Strategy
 - Communication
 - Leadership
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Thanks!

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