

P O Box 46
Bruma
2026
Tel: 011 455 0769
Fax: 011 455 4160
Email:
maggie@drrenatevolpe.co.za



Leading in a diverse and transforming society

Registration No: CK2002/024743/23
Vat Reg: 4090218670

Unit 2 Monte Carlo
Fergusson Close
Bedfordview
2008

Course:

Personal Mastery for change management

Course outline

Management Workshop

This programme is part of a strategy which maintains employee stress levels during times of transition and which develops and enhances self-sufficiency and self-responsibility agendas.

As managers are having to field questions and issues from their staff (often without knowing the answers), this one day intervention will deal with both their fears, feelings and attitudes towards the restructure as well as dealing with their staff's concerns.

The course provides the opportunity for a half a -day investment in management themselves. It is a structured non-exposing experience during which a skilled facilitator will guide a small group of people through a path designed to assist in the personal mastery of the change process.

Objectives:

To enable people to:

Morning Module:

- Recognise the impact change has
- Understand how they respond to change
- Manage their attitude and approach in coping with change
- Understand behaviour people display when going through change
- Relate to others constructively during change
- Develop an enhanced sense control
- Feel more hopeful in respect of taking charge of their own destinies.



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Afternoon Module

- Recognise and manage behaviour people display when going through change
- Skilling managers in being able to process others through change
- To provide a holding strategy during change
- To enable employees to blaming less and take more personal responsibility
- To contribute to better morale
- To communicate constructively during difficult times

Management Modules

One

The Restructuring Interview

- Prepare
- Give
- Get
- Merge
- Give
- Go

Facilitating Responsible Action

Two

Productivity Enhancing Module

Individual Process:

- Involve
- Explore
- Understand
- Act

Facilitator /Manager Competencies

- Attend (listen, observe, physically attend)
- Respond (to facts, emotions and managing blame)
- Personalise (implications of choices and alternatives)
- Initiate action (assisting with planned action)



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Three

The psycho social management of retrenchment

- **Managing the human agenda**

Duration

A long one-day workshop (8 – 9 hours)

Or a one and a half day wherein Management do the traditional course followed by a half days Management training.