

4 HRS

COPING WITH CHANGE

MAKING THE TRANSITION



PERSONAL DEVELOPMENT COURSE

LEARNING OUTCOMES

- Understand how change can impact you.
- Define what you have control over when change happens.
- Develop healthy coping strategies.
- Use the four As to deal with stressful situations.

CORE COMPETENCIES

- Action Orientated
- Composure
- Personal Learning
- Self Development

COURSE OVERVIEW

Change occurs when one thing ends and something new or different begins. It usually means moving away from the familiar and towards the unknown. The time between these two points is called the transition, and it is normal to find this time stressful. Throughout the transition, people have to let go of the old and take on the new, therefore, change always involves some type of loss. This course will prepare you to understand and cope with the impacts change can have on you.

TOPICS COVERED IN THIS COURSE

What does change really mean

Understanding what change really is, and that you are not weak or old-fashioned if you experience loss caused by change.

Why change is difficult

Change is difficult because it's perceived as a threat on a cellular level.

Three phases of transition

Recognise the underpinning phases of transition and the state change puts people into.

People who don't like change

Why they are so valuable and how to make the change easier.

Methods to managing transition

Techniques to assist change recipients through the different phases.

Nine stages in responding to change

Exploring Kotter's Change Model in order to help people move forward.

Problem solving and dealing with resistance

Examine various case studies to identify the problems, their sources and how to deal with resistance.

Eight steps to successful change

Applying the Change Model to manage the change process successfully.

Focus on what you can control

When faced with changes you cannot control, move away from feeling powerless and angry by looking at the opportunities you can control and working towards them.

Coping with and managing stress from change

Managing stress is the same as increasing your resilience; you need to take charge.

Dealing with stressful situations: the four As

Avoid, alter, adapt or accept – the choice is yours.