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PHOENIX TS

Adaptability

BONUS! Cyber Phoenix Subscription Included: All Phoenix TS students receive complimentary ninety (90) day access to the Cyber Phoenix learning platform, which hosts hundreds of expert asynchronous training courses in Cybersecurity, IT, Soft Skills, and Management and more!

Course Overview

Phoenix TS' Instructor-led Adaptability Training course gives participants tools to implement changes more smoothly and to have changes better accepted within the Federal workplace. This training will address: Preparing for change. Understanding change, Leading and managing change, Gaining support & Building resiliency.

At the end of this course participants will be able to:

- List the steps necessary for preparing a change strategy and building support for the change
- Describe the WIFM - the individual motivators for change
- Use needed components to develop a change management and communications plans, and to list implementation strategies
- Employ strategies for gathering data, addressing concerns and issues, evaluating options, and adapting a change direction
- Utilize methods for leading change project status meetings, celebrating a successful change implementation, and sharing the results and benefits
- Describe the four states of Appreciative Inquiry, its purposes, and sample uses in case studies
- Use strategies for aligning people with a change, appealing to emotions and facts
- Describe the importance of resiliency in the context of change, and employ strategies the change leader and individual change participant can use to foster resiliency
- Explain the importance of flexibility in the context of change, and demonstrate methods the change leader and individual change participant can use to promote flexibility

Schedule

Currently, there are no public classes scheduled. Please contact a Phoenix TS Training Consultant to discuss hosting a private class at 301-258-8200.



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Course Outline

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Module 1: Getting Started

- Housekeeping Items
- The Parking Lot
- Objectives
- Pre Assignment Review
- Action Plans and Evaluations

Module 2: Preparing for Change

- Defining your strategy
- Building the Team
- Case Study
- Review Questions

Module 3: Identifying the WIFM

- What's in it for me?
- Building Support
- Case Study
- Review Questions

Module 4: Understanding Change

- Influences on Change
- Reactions to Change
- Tools for the Change Process
- Case Study
- Review

Module 5: Leading and Managing Change

- Preparing and Planning
- Delegating
- Lines of Communication



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- Coping with Pushback
- Case Study
- Review Questions

Module 6: Gaining Support

- Gathering Data
- Concerns and Issues
- Evaluating and Adapting
- Case Study
- Review Questions

Module 7: Making it Worthwhile

- Leading Status Meetings
- Celebrating Success
- Results and Benefits
- Case Study
- Review Questions

Module 8: Using Appreciative Inquiry

- The Four Stages
- Purposes of Appreciative Inquiry
- Examples and Case Studies
- Review

Module 9: Bringing People to your Side

- What is Resiliency
- Why is it important?
- Steps for the Leader and the Individual
- Case Study
- Review

Module 10: Building Resiliency

- What is Resiliency?

- Why is it Important?
- Five easy steps for the leader and the individual
- Case Study

Module 11: Building Flexibility

- What is Flexibility?
- Why is it Important?

Module 12; Stress Management

- Taking Care of your Body and Mind
- Debrief
- Case Study
- Less Stress Lessons
- Changing Ourselves
- The Triple A Approach
- The Stress Tax
- Stress Inventory
- Finding Source Solutions
- Stress Logging

Course Wrap Up

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Starting at **\$1,095**

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