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PHOENIX TS

Organization Structure, Coordination, and Job Design

Due to Covid-19 safety restrictions PhoenixTS will temporarily be unable to provide food to our students who attend class at our Training Center; however, our Break Areas are **currently open** where students will find a constant supply of Coffee, Tea and Water. Students may bring their own lunch and snacks to eat in our breakrooms or at their seat in the classroom or eat out at one of the many nearby restaurants.

Course Overview

This 1 day, instructor led course highlights the warning signs that indicate organization design is needed. This course provides a simple four-step framework to guide managers in how to design effective Departments and Organizations.

By the end of this course, participants will be able to:

- Recognize when it's time to reorganize their agency, company, or department
- Identify the appropriate organizational structure
- Follow the steps for an effective organizational restructuring

Schedule

Course Outline

Module 1: Overview

Module 2: Signs that it is time to reorganize your Department or



Company

- Change in Strategy
- Problems in Company or Department
- Resignation of Personnel

Module 3: Organizational Design Steps

Step 1: Define Criteria

Step 2: Diagnose Issues

- Strategy
- Structure
- Process
- Rewards
- People
- Culture
- Environment

Step 3: Design Structure

- Size of Company
- Levels and Span of Control
- Grouping Options

Step 4: Deliver Structure

- Decide on the Structure
- Transition to the Structure

Module 4: Conclusion

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Starting at **\$1,095**

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GSA



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