

## Inspiring Change Management Training

### About Change Management

Dealing with change and more importantly, the impact of change is a high priority for all organisations. It is said that change is the only constant in business, and perfecting the art of change management can be a challenge in any organisation. Being able to develop and implement effective change initiatives is paramount to ensuring ongoing business success. Change Management certification has been developed by APMG in partnership with the Change Management Institute (CMI), an independent, global professional association of change managers. Together they have developed a professional 'body of knowledge' which provides an independent benchmark of the professional knowledge expected of an effective change manager. Change Management certification is fully aligned with the change management body of knowledge. The syllabus samples a wide range of knowledge regarding the theory and practice of change management including:

- change and the individual;
- change and the organization;
- communication and stakeholder engagement and;
- change in practice.

### About Inspiring Projects

Inspiring Projects, a division of Aspire Australasia Pty Ltd, has been recognised by APMG International as an Accredited Training Organisation, licensed to deliver training in PRINCE2, MSP and other Best Management Practice products that introduce change into organisations. We offer training throughout the Asia Pacific region. We have had over 10 years' experience in change management in real projects and programmes, and bring this deep experience to our courses.

### About our training

Our change management training is designed to assist people and organisations to quickly develop the skills base and 'know-how' needed to effectively adopt and apply effective change management in their projects and programmes. Our trainers and training materials are regarded as among the best available in Australasia. We incorporate the latest research in effective learning into our approaches. In support of the different ways people learn, our courses include a mixture of presentations, hands-on activities, discussions and review sessions. After their courses, our delegates are given access to the tools we have developed to increase the success of our clients' programmes. In addition to our accredited Foundation and Practitioner courses, we offer associated executive briefings and short courses, and workshops on specific skills needed in a change management environment.

### Additional support

We can deliver any of our courses in-house, and support individuals through distance and online learning options. And we can customise our courses to better suit your needs. We also provide ongoing coaching and mentoring support, as well as in-depth consulting and programme and project start-up, review and rescue services.

### Contact us

To learn more about how change management and our services can benefit you, or to register on one of our courses, or to ask for more information or a quote, call us now on 03 9015 9459, email [training@InspiringProjects.com.au](mailto:training@InspiringProjects.com.au) or visit [www.InspiringProjects.com.au](http://www.InspiringProjects.com.au).

## Combined Change Management Foundation and Practitioner

Course Code	CHGC5
Overview	<p>The Combined Change Management course blends our Foundation course and Practitioner seminar. Each participant is first provided with a solid Foundation in Change Management concepts, and is then advanced to a Practitioner understanding of how to apply Change Management guidance in practice.</p> <p>The 3-day Foundation course provides essential information and tools to understand change, guidance on overcoming employee resistance, learning to motivate employees to embrace change and sustaining change to keep the organisation moving in the right direction. At the end of the Foundation course, delegates will be able to act as an informed member of an organisational change management team.</p> <p>The 2-day Practitioner seminar builds on the essentials presented in the Foundation course. Delegates will have the opportunity to apply many proven approaches and techniques to “real world” change processes. At the end of the Practitioner seminar, delegates will be able to apply change management approaches and techniques to change initiatives.</p>
Course Objectives	<p>At the end of the course delegates will be able to:</p> <ul style="list-style-type: none"> <li>• Recognise the important role that people play in successful business transformation;</li> <li>• Draw on a range of professional approaches to enable an organization to implement change effectively, and help people adjust to organizational change;</li> <li>• Maintain stakeholder engagement during a change initiative;</li> <li>• Minimize the risk associated with failed change initiatives;</li> <li>• Establish effective change teams and address resistance to change;</li> <li>• Increase the probability of successful business change or transformation.</li> </ul>
Who Should Attend	<p>Change managers and aspiring change managers.</p> <p>Key staff involved in the design, development and delivery of change programmes – such as Senior Responsible Owners, Business Change Managers, Programme Managers and operational line managers.</p>
Prerequisites	<p>There are no prerequisites for this course. A candidate for the Practitioner exam must have passed the Foundation exam.</p>
Course Content	<p>The Foundation course will cover the following topics:</p> <ul style="list-style-type: none"> <li>• How individuals are impacted by and react to change;</li> <li>• How the process of organizational change occurs and the roles that collaborate to deliver it successfully;</li> <li>• How to build and improve an effective change team;</li> <li>• Developing strategies to help and motivate individuals through change;</li> <li>• How to build an effective change team and to contribute to discussions about how to improve the effectiveness of a team</li> </ul> <p>The Practitioner seminar will cover the following topics:</p> <ul style="list-style-type: none"> <li>• How to identify the organizational drivers of a change initiative and how they link with any governance structures;</li> <li>• A range of organization paradigms to understand, support and sustain change processes;</li> <li>• Effective preparation for a change initiative including building the change team, offering insights which improve team effectiveness;</li> <li>• How to establish a clear framework of roles, skills and activities through which leaders can support and sustain the change process.</li> </ul>
Included with the course	<p>Each delegate will receive a Delegate Workbook, our Desk Reference chart of key concepts, a copy of The Effective Change Manager’s Handbook, sample certification exams and a place in each of the certification exams.</p>
Delivery	<p>This course can be delivered in-house, or as distance or online learning.</p>
Availability	<p>We run classroom courses on demand.</p>

## Change Management Foundation

Course Code	CHGF3
Overview	<p>This course provides each participant with a solid Foundation in Change Management concepts.</p> <p>The 3-day Foundation course provides essential information and tools to understand change, guidance on overcoming employee resistance, learning to motivate employees to embrace change and sustaining change to keep the organisation moving in the right direction. At the end of the Foundation course, delegates will be able to act as an informed member of an organisational change management team.</p>
Course Objectives	<p>At the end of the course delegates will be able to:</p> <ul style="list-style-type: none"> <li>• Recognise the important role that people play in successful business transformation;</li> <li>• Draw on a range of professional approaches to enable an organization to implement change effectively, and help people adjust to organizational change;</li> <li>• Maintain stakeholder engagement during a change initiative;</li> <li>• Minimize the risk associated with failed change initiatives;</li> <li>• Establish effective change teams and address resistance to change;</li> <li>• Increase the probability of successful business change or transformation.</li> </ul>
Who Should Attend	<p>Change managers and aspiring change managers.</p> <p>Key staff involved in the design, development and delivery of change programmes – such as Senior Responsible Owners, Business Change Managers, Programme Managers and operational line managers.</p>
Prerequisites	There are no prerequisites for this course.
Course Content	<p>The Foundation course will cover the following topics:</p> <ul style="list-style-type: none"> <li>• How individuals are impacted by and react to change;</li> <li>• How the process of organizational change occurs and the roles that collaborate to deliver it successfully;</li> <li>• How to build and improve an effective change team;</li> <li>• Developing strategies to help and motivate individuals through change;</li> <li>• How to build an effective change team and to contribute to discussions about how to improve the effectiveness of a team.</li> </ul>
Included with the course	Each delegate will receive a Delegate Workbook, our Desk Reference chart of key concepts, a copy of The Effective Change Manager's Handbook, a sample Foundation certification exam and a place in the Foundation certification exam.
Delivery	This course can be delivered in-house, or as distance or online learning.
Availability	We run classroom courses on demand.

## Change Management Practitioner

Course Code	CHGP2
Overview	<p>Each participant is advanced to a Practitioner understanding of how to apply Change Management guidance in practice.</p> <p>The 2-day Practitioner seminar builds on the essentials presented in the Foundation course. Delegates will have the opportunity to apply many proven approaches and techniques to “real world” change processes. At the end of the Practitioner seminar, delegates will be able to apply change management approaches and techniques to change initiatives.</p>
Course Objectives	<p>At the end of the course delegates will be able to:</p> <ul style="list-style-type: none"> <li>• Recognise the important role that people play in successful business transformation;</li> <li>• Draw on a range of professional approaches to enable an organization to implement change effectively, and help people adjust to organizational change;</li> <li>• Maintain stakeholder engagement during a change initiative;</li> <li>• Minimize the risk associated with failed change initiatives;</li> <li>• Establish effective change teams and address resistance to change;</li> <li>• Increase the probability of successful business change or transformation.</li> </ul>
Who Should Attend	<p>Change managers and aspiring change managers.</p> <p>Key staff involved in the design, development and delivery of change programmes – such as Senior Responsible Owners, Business Change Managers, Programme Managers and operational line managers.</p>
Prerequisites	<p>Successful completion of the Foundation course is a pre-requisite of the Practitioner seminar. A candidate for the Practitioner exam must have passed the Foundation exam.</p>
Course Content	<p>The Practitioner seminar will cover the following topics:</p> <ul style="list-style-type: none"> <li>• How to identify the organizational drivers of a change initiative and how they link with any governance structures;</li> <li>• A range of organization paradigms to understand, support and sustain change processes;</li> <li>• Effective preparation for a change initiative including building the change team, offering insights which improve team effectiveness;</li> <li>• How to establish a clear framework of roles, skills and activities through which leaders can support and sustain the change process.</li> </ul>
Included with the course	<p>Each delegate will receive a Delegate Workbook, a sample Practitioner certification exam and a place in the Practitioner certification exam.</p>
Delivery	<p>This course can be delivered in-house, or as distance or online learning.</p>
Availability	<p>We run classroom courses on demand.</p>