



Baden International Business School  
Switzerland



## Training Workshop Module on **Change Management**

Location: Baden International Business School, Baden, Switzerland

Date, workshop duration and fee: To be established in consultation with the group of participants depending upon the depth required and the inclusion of other modules in the training programme.

Content: (to be customised taking into consideration the special interests of the group by selecting topics from the following list):

- ◆ Typical cases of change management (company privatisation / restructuring, mergers, new company ownership / management, product / service changes, outsourcing, company relocation, staff reduction);
- ◆ Feelings of employees in a change management process: anxieties, happiness, fears, excitement, expectations, resignation, hopes, enthusiasm;
- ◆ Best practices Human Resource management during changes;
- ◆ Change Management methodology, stages, and checkpoints: from defining objectives and setting a high level plan.....to engaging key stakeholders and communicating to employees.....to implementing, operating and monitoring the process;
- ◆ Keeping the organisation well operating during the change: customers, regulation, production, support, quality assurance, documentation, management continuity;
- ◆ Chances and challenges / risks of change management - how to deal with them;
- ◆ Case studies - team work.