ChangeFit 360

changefit360.com

michelle@changefit360.com

630-251-1755

Change Management Boot Camp

Course Syllabus



# **Course Information**

**Course Description**

In this engaging training, participants raise their change management skill through a**practical, results oriented ACMP, SHRM & ICF Approved program!**Using a**case study**and the**ACMP Change Standard as a foundation,** participants learn and demonstrate how to successfully plan and execute organizational change including:  How to apply**behavior to trigger, action and reinforce change,**how to**mitigate and manage change risks such as readiness, resistance and saturation**and how to**plan for and measure change adoption, proficiency and sustainment**

**Who the Course Is For**

Change professionals looking to advance skills and/or obtain their CCMP certification and support positive organizational outcomes

**Course Delivery Options**

The [Change Management Boot Camp](https://changefit360.com/change-boot-camp) course can be delivered instructor led or virtual live.

The course is intended for delivery of groups from 5 to 15 participants.

The course is designed for 22.5-hour delivery.

**What Change Professionals Learn**

1. Position change management as a strategic business competency
2. Effectively assess the impact of a change
3. Recognize and capitalize on the critical behaviors needed to trigger, action, reinforce and sustain change
4. Coach key change agents for improved performance including people leaders and change champions
5. Build engagement for change via communications plus engaging experiences
6. Demonstrate strategies and actions to mitigate and manage common people and change risks including resistance, readiness for change, change fatigue and saturation
7. Measure and optimize the ROI of change
8. Transition change to business for sustainment

**What Change Professionals Receive**

* 22.5 credits for the full CCMP™ educational requirement and/or 22 Continuing Coach Education (CCE) 12 hours Core Competencies, 10 hours Resource Development
* Over 20 change tools including:
	+ Change and Stakeholder Impact Assessments
	+ Change Strategy and Plan
	+ Communication Plan and Change Communication Techniques
	+ Change Sponsor and Leader Guides
	+ Change Champion Support Materials
	+ Change Calculators to Measure and Visualize Change
	+ CCMP™ Quick Reference Guide
* Access to a custom microsite to co create learning before, during and after the boot camp
* Digital, Verifiable Completion Badge
* Open invitation to quarterly Cohort Connection
* Option for 1-on-1 post boot camp [change coaching](https://changefit360.com/change-coaching) to reinforce key learning and best practices

# **Course Outline**

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| # | ACMP Change Standard | Topic | Timing  |
| 1 | **Process Group 1: Evaluate Change Impact and Organizational Readiness**  | 1. Welcome and Need to Know
2. Why Change Matters
3. Process of Change
4. Introducing ACMP Standard and Process Groups
5. ACMP Standard Process Group 1
6. Analyze Change Impact
7. Summary and Close
 | 6 Hours including break and lunch |
| 2 | **Process Group 2: Formulate the Change Strategy & Process Group 3: Create Change Plan**  | 1. Recap Day 1
2. ACMP Standard Process Group Fit
3. ID & Analyze Stakeholders
4. Leader and Change Agent Roles to Drive Change
5. Define & Differentiate Change Standard and Plan
6. Understand the role that behavior has in change and a behavior model to employ
7. Define how to build awareness for change through communication and engagement
8. Workplace Generations and Change Considerations
9. Summary and Close
 | 6 Hours including break and lunch |
| 3 | **Process Group 2: Formulate Change Strategy & 3: Create Change Plan** | 1. Recap Day 2
2. ACMP Standard Process Group Fit
3. Change Resistance Management
* Change Risks and Readiness
1. Change Measurement
 | 6 Hours including break and lunch |
| 4 | **Process Group 4: Execute the Change & Process Group 5: Complete Change Effort**  | 1. ACMP Standard & Process Group Fit
2. Measuring Change Effectiveness
3. Process of Change Sustainment
4. Change Execution Myths
5. Change Outcomes
6. CCMP Preparation
7. Boot Camp Overview
 | 6 Hours including break and lunch |
| 5 | **What to Expect and Close**  |  |

# **Sample Course Testimonials**

* *I loved the program, facilitation was awesome, and all topics I was expecting to be covered, were covered.*
* *Michelle did an amazing job equipping all of us to be better Org Change practitioners.*
* *By far the best change management training I've attended!*
* *Gave me the real-life tools I needed to bring to my clients. I am already seeing positive effects from bringing what I learned into my work with leadership clients. You simply cannot ask for a better training resource!*
* *Michelle is a true champion of change management.  If you are considering a Change Management Professional certification, or are involved in rolling out a new change initiative in your organization, I highly recommend the ChangeFit 360 Change Management Boot Camp!*
* *I attended the Change Management Boot camp eager to strengthen my basic knowledge of Change Management.  It exceeded my expectations!  I am confident that I can approach my Senior Leadership Team to demonstrate how and why Change Leadership is vital to project success.*

# **Course Pricing**

* + - The [Change Management Boot Camp](https://changefit360.com/change-boot-camp) course is **$1250 per Participant**
		- Discounts are available for professional industry association partners, military personnel and veterans

# **Course Facilitator**

 

We understand the importance of choosing a change training partner with a **proven track record**.  When you choose ChangeFit 360 for your training needs you gain:

1. Training facilitated by Michelle Yanahan, CCMP™ and Prosci ADKAR certified, working change practitioner with 20+ years proven business and leadership experience
2. An**ACMP, SHRM and ICF**Qualified Education Provider
3. **> 90%**of our training clients and participants report **expectations exceeded and business value created**from our change training
4. Practical change training that **supports all skill levels and organizational roles**needed to successfully build and drive change.
5. Training that **compliments all change frameworks, models and standards**
6. Option for**group and/or 1-on-1**[**change coaching**](https://changefit360.com/change-coaching)

As Principal of ChangeFit 360, Michelle Yanahan is a passionate organizational change management facilitator, speaker, strategist and thought leader with proven expertise in executing programs that enhance and grow organizational change management as a strategic business competency.  Michelle has 20 +years’ experience in leadership roles and holds a Masters in Organizational Behavior as well as CCMP™ and Prosci ADKAR change management certifications.

Michelle has been a featured presenter for numerous professional organizations including ACMP, ATD, Change Management Institute, Change Management Review, PMI, OD Network and SHRM.