

Course No. 1392

Organizational Change Management Training Course

**ORGANIZATIONAL DEVELOPMENT & CHANGE MANAGEMENT
BUSINESS, MANAGEMENT & LEADERSHIP**

DURATION

5 Days

DELIVERY

Classroom



Course Overview

The Organizational Change Management Training Course is a comprehensive professional development program designed to equip leaders, managers, and professionals with the knowledge and practical capabilities required to plan, coordinate, implement, and sustain organizational change effectively. In modern institutions, change may result from strategic priorities, organizational restructuring, technological developments, regulatory requirements, process improvement, workforce transformation, or evolving customer and stakeholder expectations. Successful change requires disciplined planning, effective leadership, employee engagement, and continuous performance management.

The course provides a structured approach to managing organizational change from initial assessment and readiness analysis through planning, stakeholder engagement, communication, implementation, monitoring, and sustainability. Participants will learn how to identify the drivers of change, assess organizational readiness, define desired outcomes, analyze stakeholders, develop communication approaches, manage resistance, and establish practical measures for tracking implementation progress.

A strong emphasis is placed on the human dimension of organizational change. Employees may respond differently to new structures, systems, policies, responsibilities, and working methods depending on their level of understanding, trust, perceived impact, skills, and confidence. Participants will therefore explore practical methods for reducing uncertainty, building commitment, managing resistance, supporting employees through transition, and ensuring that change is translated into sustainable workplace behaviors and practices.

Designed for government entities, ministries, public sector organizations, banks, financial institutions, oil and gas organizations, and large corporations, this professional training course connects change management with organizational performance, business continuity, governance, workforce capability, and strategic execution. It supports institutions that are implementing transformation initiatives while seeking to maintain service quality, operational stability, employee productivity, and stakeholder confidence.

Through practical exercises, case studies, organizational scenarios, simulations, stakeholder analysis, communication planning, and implementation workshops, participants will develop a complete approach to managing organizational change. The course emphasizes practical workplace

application, enabling participants to convert change objectives into structured implementation plans and measurable actions that support successful and sustainable organizational transformation.

Objectives

- Analyze the strategic, operational, technological, regulatory, and organizational drivers of change throughout the training program.
- Assess organizational readiness for change and identify gaps in leadership, culture, workforce capability, resources, and processes.
- Develop clear change objectives aligned with organizational strategy, operational priorities, and expected business outcomes.
- Apply structured approaches for planning and coordinating organizational change initiatives.
- Design stakeholder engagement strategies that address stakeholder influence, expectations, concerns, and levels of support.
- Improve communication practices for explaining the purpose, impact, scope, and expected outcomes of organizational change.
- Implement practical approaches for managing resistance, uncertainty, employee concerns, and conflicting perspectives.
- Evaluate organizational, operational, workforce, and implementation risks associated with change initiatives.
- Strengthen leadership and management practices that support employee engagement, performance, and business continuity during transition.
- Develop appropriate measures for monitoring implementation progress, employee adoption, and change effectiveness.
- Align change management activities with organizational culture, governance, policies, performance requirements, and strategic priorities.
- Create a practical organizational change management plan that can be implemented and monitored in the workplace.

Who Should Attend

This course is designed for executives, senior managers, department heads, organizational change managers, transformation managers, project managers, operations managers, human resources managers, organizational development professionals, and team leaders responsible for leading or supporting organizational change initiatives. It is particularly relevant for professionals involved in

restructuring, process redesign, technological implementation, operational improvement, strategic transformation, policy changes, or new operating models.

The program is also suitable for specialists working in strategic planning, human resources, organizational development, project management, operations, quality management, risk management, governance, compliance, information technology, and corporate communications. It is highly relevant for professionals who assess readiness, design change plans, coordinate implementation, communicate change, manage stakeholders, or monitor transformation outcomes.

The course provides significant value to decision makers and senior leaders responsible for strengthening organizational change capability, reducing implementation risk, improving employee engagement, and ensuring that change initiatives deliver their intended operational and strategic results.

Learning Outcomes

- Identify and analyze the major drivers of organizational change within different business environments.
- Assess organizational readiness across leadership, culture, workforce, processes, systems, and available resources.
- Define clear change objectives, expected outcomes, priorities, and implementation requirements.
- Develop structured change plans covering activities, responsibilities, resources, timelines, dependencies, and milestones.
- Analyze stakeholders and determine appropriate engagement approaches according to influence, interest, concerns, and support levels.
- Develop clear and effective communication approaches for employees, managers, and key stakeholders.
- Apply practical techniques for managing resistance, uncertainty, objections, and employee concerns.
- Identify and evaluate risks that may affect the successful implementation of organizational change.
- Support employees and teams in maintaining performance, productivity, service quality, and business continuity during transition.
- Monitor change progress and adoption using relevant measures and organizational performance

indicators.

- Identify implementation gaps and establish appropriate corrective and improvement actions.
- Develop a workplace-ready roadmap for implementing and sustaining organizational change.

Course Outline

DAY 01

Foundations of Organizational Change Management and Readiness

- Understanding organizational change and its importance to institutional performance
- Strategic, operational, technological, regulatory, and workforce drivers of change
- Different types, scales, and levels of organizational change
- Assessing organizational readiness and identifying barriers to successful implementation

PRACTICAL APPLICATION OR DISCUSSION

Evaluating a real organizational change initiative and identifying readiness strengths and gaps

DAY 02

Change Planning, Leadership, and Stakeholder Management

- Establishing change objectives, scope, priorities, and expected outcomes
- The role of leadership in guiding and coordinating organizational change
- Identifying stakeholders and assessing influence, interests, concerns, and support
- Developing stakeholder engagement and implementation coordination approaches

PRACTICAL APPLICATION OR DISCUSSION

Creating a structured change plan and stakeholder engagement framework

DAY 03

Communication, Employee Engagement, and Resistance Management

- Principles of effective communication during organizational change
- Understanding employee reactions, concerns, uncertainty, and resistance
- Building trust, employee participation, commitment, and ownership
- Coaching employees and supporting teams through transition

PRACTICAL APPLICATION OR DISCUSSION

Simulating a change communication session involving employee concerns, resistance, and competing perspectives

DAY 04

Change Implementation, Risk Management, and Performance Continuity

- Implementing change through structured phases, milestones, and responsibilities
- Identifying implementation risks, dependencies, resource requirements, and operational impacts
- Managing delays, resistance, competing priorities, and implementation challenges
- Maintaining employee performance, service quality, and business continuity during transition

PRACTICAL APPLICATION OR DISCUSSION

Analyzing a complex change initiative involving operational, workforce, and stakeholder challenges

DAY 05

Sustaining Change and Measuring Organizational Impact

- Monitoring change adoption, implementation progress, and organizational performance
- Developing measures for evaluating change effectiveness and organizational impact
- Reinforcing new behaviors, processes, systems, responsibilities, and performance expectations

DAY 05 — CONTINUED

- Building organizational capability for continuous adaptation and improvement

FINAL WORKSHOP, ACTION PLAN, OR IMPLEMENTATION EXERCISE

Developing a comprehensive organizational change management roadmap for sustainable implementation and measurable results

Register or Request More Information

Course page: <https://quest-training.com/courses/organizational-change-management-training-course>

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