

Adapting to Workplace Change



Overview



Understanding how change affects us



The Transitions we go through when change occurs



Our Emotional Reactions



Different coping mechanisms

Change is not always bad



Our World Evolves because of
change



Individual lives are enhanced
because the world evolves



Our organisations survive
because they adapt to this
evolution

“The rate of change is not going to slow down anytime soon. If anything, competition in most industries will probably speed up even more in the next few decades”

John P. Kotter



Change or Transition

- Change is how the situation will be different
- Transition is your response or adjustment to new situations (feelings, thoughts, behaviours).



Difference between Change & Transition

- Change is external
- Transition is internal

Transition is
the
psychological
process of
accepting and
working
through
change



Phases of Transition



Stages of Transition

Denial – “ This can’t be happening”

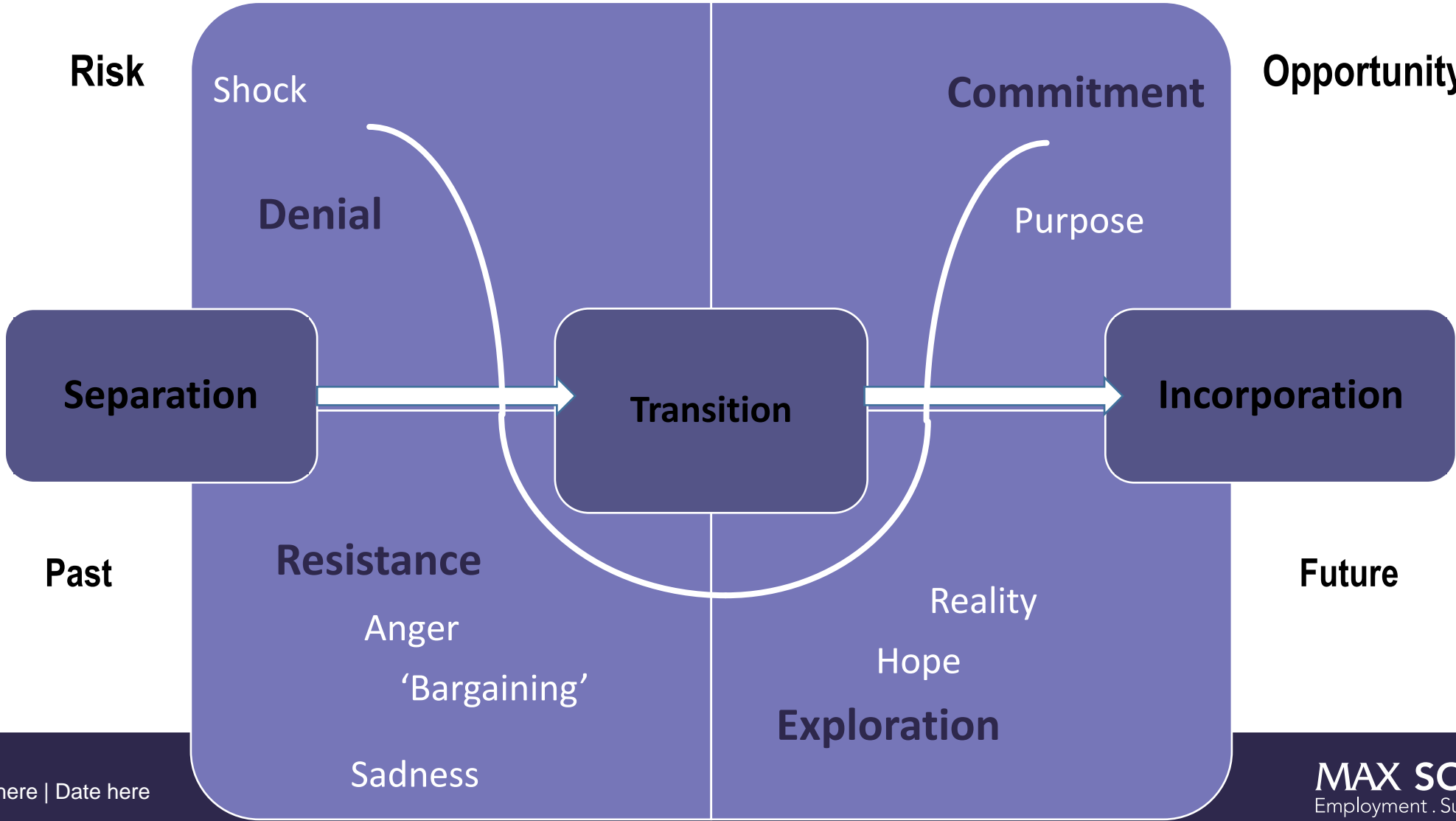
Resistance – Anger , loss, Blaming

Exploration – Seeing possibilities

Commitment – Focus, Vision, Action



The Change Grid: 4 Stages of Transition



Emotional Reaction to Change & Transition

- Depression
- Anger
- Nervousness
- Stress
- Denial



How I Think During Change

REACTIVE



Over
generalizing



Taking things
personally



Pessimism



Black and
white
thinking



Imagining
the worst

How I Think During Change

RESILIENT



BE SPECIFIC



FOCUS ON THE
ISSUE



OPTIMISM



EXCEPTIONS &
MIDDLE GROUND



BEST/WORST
CASE SCENARIO

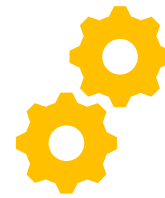
Dealing with Change & Uncertainty



Make sense of the changes – confront the reality



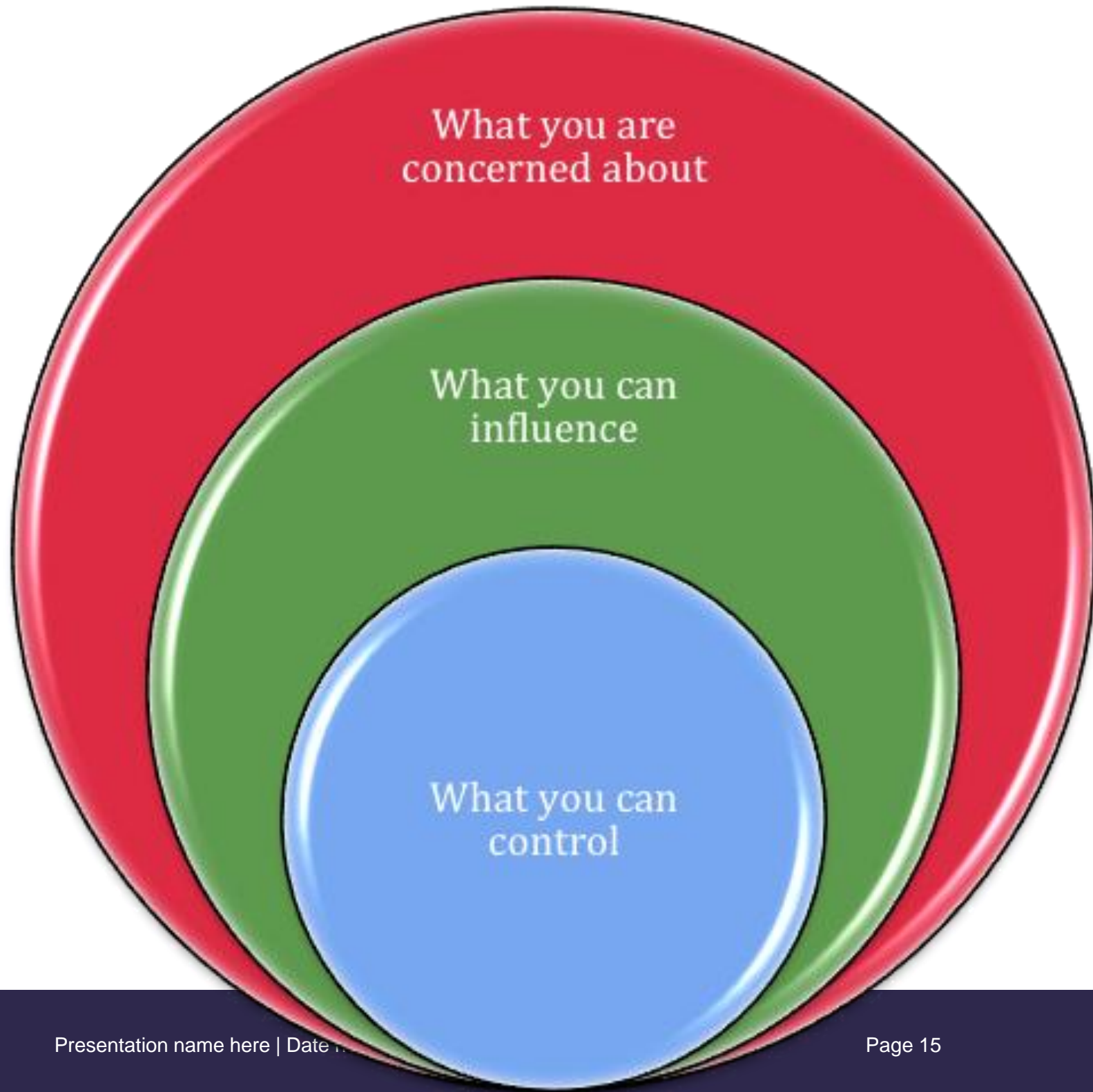
Accept mixed/variable feelings



Normalise reactions & Track your progress through the change process



Regain Control



Circles of Influence

Navigating Transition: Aim for the Three “Cs”

- Take Control
- Keep Connected
- Maintain Commitment





Take Control

- Participate
- Contribute your ideas
- Act on what you can control

Keep Connected - Team

- Talk about the change/ debrief
- Provide encouragement
- Share responsibility
- Get consensus



Morale - The State of Mind of a Team

- How does my response to the change affect team morale?



tCommitment

- Put energy into most important areas
- Participate in decision making
- Give encouragement





Types of Coping Mechanisms

- ▶ Emotion Focused Coping
- ▶ These strategies attempt to manage the emotional distress of stressful events – e.g. crying, venting, yelling



Types of Coping Mechanisms

▶ Problem Focused Coping

Define your **preferred** outcome

Exceptions to the problem

Existing resources

Progress made so far



Types of Coping Mechanisms

- ▶ Problem Focused Coping
 - Generate **Multiple** options
 - Ask **how** rather than why
 - Turn **problems** into platforms for solutions
 - Use Small **SMART** Steps

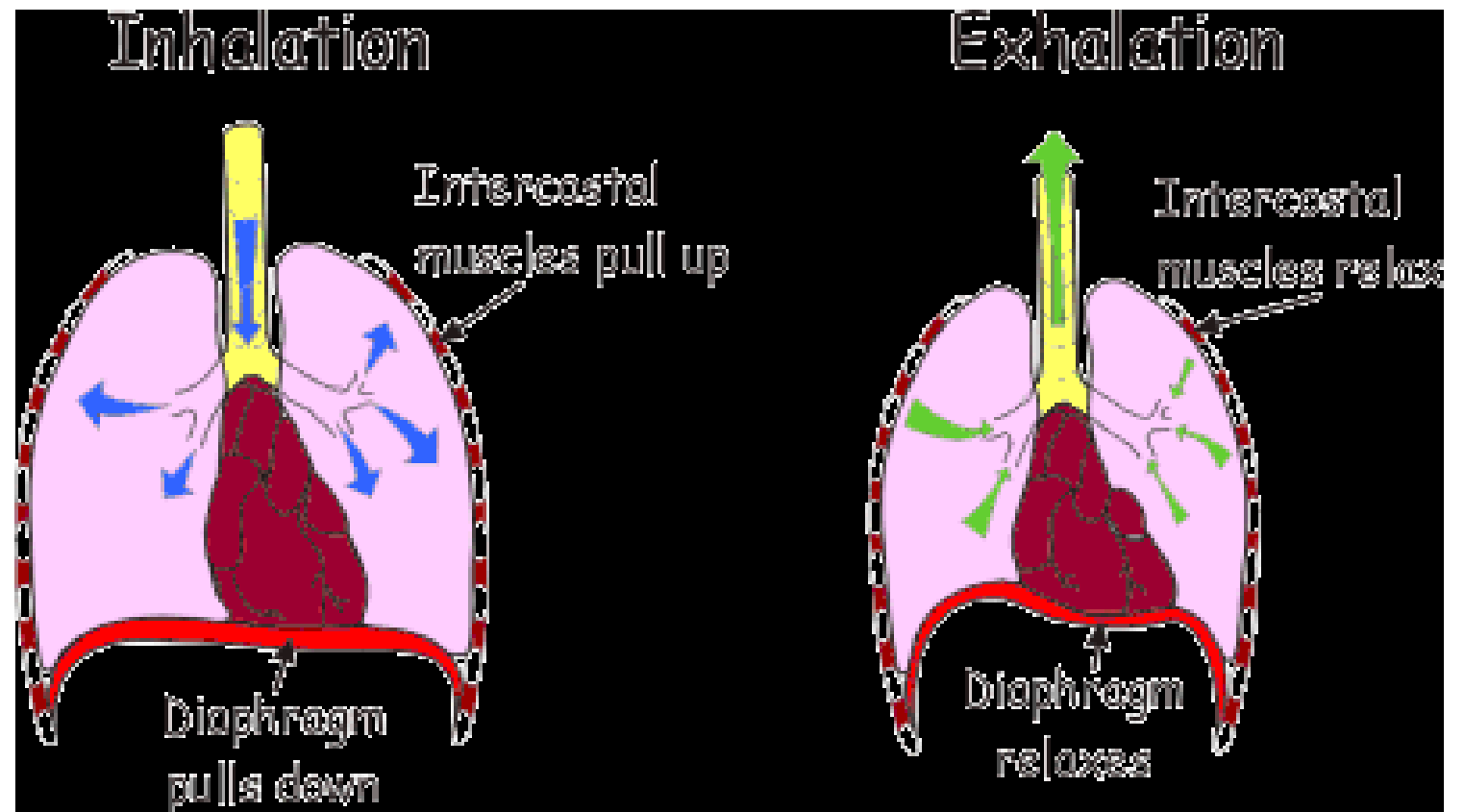
Self Care and Resilience

- Put work into perspective
- Play
- Learn something new
- Spend quality time on relationships
- Take both short & extended holidays
- Be kind
- Laugh
- Exercise
- Eat Well
- Sleep



How to Relax

- Diaphragmatic Breathing



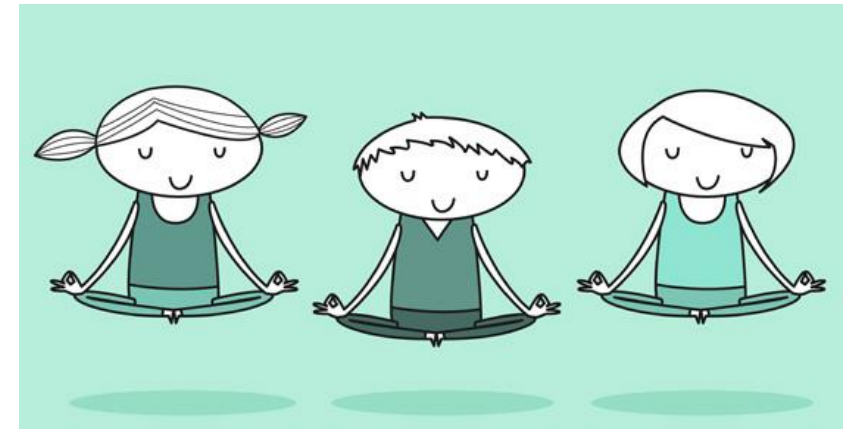
How to Practice Diaphragmatic Breathing



Mindfulness to Relieve Stress

What is Mindfulness?

- Consciously bringing your complete attention and intense focus to your here-and-now experience with openness, curiosity and receptiveness
- A heightened sense of awareness of sensory stimuli
 - Noticing your breathing
 - Using 5 senses
- Being “in the now” rather than being caught up with thoughts and feelings



Change is inevitable

**Except from Vending
Machines**

Summary



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Different coping mechanisms

Thank you



Questions?

Evelyn Garrett
Social Worker

E: Evelyn.Garrett@maxsolutions.com.au

P: 1800 629 277

E: support@maxsolutions.com.au

W: maxsolutions.com.au



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