



# **Learning Objectives**

- Analyze if the change is necessary for your growth or the growth of your organization
- Take specific actions to embrace the change
- Understand how to handle unexpected changes
- Create an environment and a culture that embraces change



# Staffing Industry Changes Applicant filing system Time clocks Computer-based systems Time punch cards Applicant-paid fees Healthcare laws Background checks Employer-paid fees

# Cha Cha Changes!

# Changes that we control or create

- Hiring, promoting employees
- Gaining new clients
- New product/service line/company direction



Changes that happen to us

- New competition
- New teammate/boss
- Client needs/wants
- Employment rates
- Economic highs and lows
- Industry changes/trends



# 5 WAYS TO HANDLE & EMBRACE CHANGE

- 1. Be Open. It shouldn't be a secret.
  - Hoarding information is not power. Be open and communicate as much as possible.
  - Share how this change will affect teammates' responsibilities.



# Change: Company-wide Rebranding What Will Change What Will Not Change Knowing what doesn't change helps people deal with change.

# 5 WAYS TO HANDLE & EMBRACE CHANGE

- 2. Respect the Chaos
  - Do you run from chaos or attack it?
  - Don't throw out a new season of opportunity just because it means change.
  - Chaos can spark greatness.
  - Gather your team. They must see the change as an opportunity not as an unexpected mess.



# **Polling Question**



### How do you respond to Chaos?

- 1. Prefer not to have it. Everything should be calm.
- 2. It makes me/us nervous.
- 3. I like chaos.
- 4. I create chaos.



# 5 WAYS TO HANDLE & EMBRACE CHANGE

- 3. Stay focused on the big picture.
  - 30,000 feet view
  - Step out of the drama.
  - Change doesn't usually impact your destination but it may impact your route.





# 5 WAYS TO HANDLE & EMBRACE CHANGE

- 4. Give your team some time.
  - Allow your team to process the change as you did.
  - Let the "change cycle" finish its course.
  - Maintain an open forum.





# 5 WAYS TO HANDLE & EMBRACE CHANGE

- 5. Have a trusted advisor
  - Someone who has been through it before
  - Positive influence, not a naysayer





# 5 WAYS TO HANDLE & EMBRACE CHANGE

- 1. Be open. Know it's not a secret.
- 2. Respect the chaos.
- 3. Stay focused on the big picture.
- 4. Give your team some time.
- 5. Have a trusted advisor or peer you can talk to.



# **Polling Question**



# Which step in Handling Change is most challenging for you?

- 1. Be open. Know it's not a secret.
- 2. Respect the chaos.
- 3. Stay focused on the big picture.
- 4. Give your team some time.
- 5. Have a trusted advisor or peer you can talk to.



# Is the Change Necessary? Know your vision. Does the change support it?

### What's your Main Thing?

The "thing" you must do every day, and if you do that, your company will be successful?





# Is the Change Necessary? Know your vision. Does the change support it?

Once you determine your "main thing," establish 3-5 Challenge Questions to test if the change is in line with your vision.

Impacting Leaders Example:

### Our Main Thing - Multiplying Leaders

- · Will this effort multiply beyond the person we are directly impacting?
- Can this lead to increased opportunity to reach more business leaders?
- Will this help grow and sustain our business and financial
- Do we have the expertise on our team to meet the client's
- Can the leader replicate and multiply?



# Unnecessary Changes



### **CAUTION SOUNDS!**

Do you hear any of these from your team?

"It's just the flavor of the month..."

"Just give it some time and that idea will go away."

"We'll wait and see what sticks."

"I don't know why we're doing it. I just work here."

"This place has ADD."



# **Change versus Tradition**

- Change can be viewed as Tradition's enemy.
- Tradition is the culture keeper Rituals, Beliefs, Values, Principles.
- Tradition is our foundation for the way we have done things. It is NOT the "old way of doing things."
- We should always be testing and improving.



# DEALING WITH UNEXPECTED CHANGE

## **Handling Unexpected Changes**

- Don't panic
- Be aware of your emotions
- Don't make any quick decisions
- Prepare
- Lead well



## **CONSIDER THE ALTERNATIVE**

No change, no chaos, no momentum = Quiet Death





# **Application**

- Identify the changes your office/team/industry is going through right now or that are coming soon
- Make two columns and list what will change and what won't change.
- Develop your Main Thing, and your Challenge Questions that you can use as your guide when moving through change.

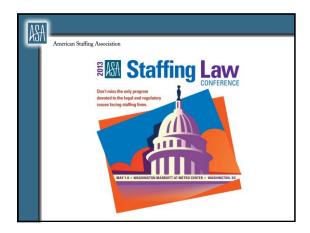
















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