

Our Change Management Methodology

Step	Services	Description
<i>Understanding the Change Context</i>	Consultancy Fit Analysis	Discovery consultation to understand change direction relative to client mission, values, case for change, stakeholder interests and assess fit
	Leadership Engagement	Leadership interviews assessing internal readiness, capacity, resources & desire. Review relevant organization documentation. As necessary, provide change leadership briefings/training.
	Change Strategy	Facilitate consultation process to create change vision for leaders, stakeholder maps/risk areas and identify strategies to achieve desired outcomes. Create sponsorship roadmap and risk management strategy
	Impact Analysis	Assess vision's impact on current and situation and identify risk areas and mitigation strategies
<i>Plan and Organize</i>	Governance Development	Assist in developing and introducing governance structure/guiding principles/process
	Establish Change Roles	Assist in identifying key roles and their responsibilities
	Change and Project Integration	Process for merging change plans into project master plan
	Change Plans Development	Facilitate process for creating change plans which include milestones and tasks for communications, training, coaching, resistance and sustainment.
<i>Design Conditions for Success</i>	Stakeholder engagement	Design and facilitate the creation of structures, processes and people practices required to support desired outcomes
	Leadership capacity building	Develop mechanisms to monitor leadership effectiveness in reinforcing change and identify supports to strengthen effectiveness
	Oversee execution of change plans	Provide ongoing support and council on the deployment of change plans
<i>Evaluation & Operationalize Changes</i>	Stabilization activities	Celebration processes to highlight progress and identify improvement priorities
	Build Supportive Infrastructure	Engage stakeholders and leaders in building structures, processes and people practices to continually improve the changes made
	Change Audit	Embed in institutional governance, policies and remove systems and symbols that no longer fit