

Soft-Train



*At Soft-Train
Technology Works*

Flexibility in the Workplace (2 Days)

COURSE GOAL: To enable the student to adapt to change in the work environment, and effectively cope with the stress it brings.

PREREQUISITES: None

LEARNING OBJECTIVES:

Upon completion of this course, the student will be able to:

- Understand the nature of the organization.
- Recommend changes to the organization
- Work to create an environment of changeability in the organization.
- Be flexible to changes in the organization.

KEY TOPICS:

I. Concepts

- A. Concepts and Terminology
- B. Recommendation
- C. The Four Organizational Structures.

II. The Stuck Culture

- A. The Raft - Going with the Flow
- B. The Dory Regatta: Working Alone... Together
- C. The Galley – Under Autocratic Control

III. Practices of Changeable Organizations

- A. Memo to Alice: Welcome to Our Change-Able Organization
- B. Linking Teams – Structure of the Change-Able Organization
- C. Performance Plans – Keeping the Organization Focused
- D. Work Reviews – Central Act of the Change-ABLE Organization
- E. Group Decision-Making – Making Organizational Governance Intelligent
- F. Breakthrough Systems - Acknowledging
- G. Basic Assumptions of Change-ABLE Organizations
- H. Becoming Changeable
- I. Getting Started
- J. Building a Changeable Organization

**K. Warnings: What Happens
in the Early Stages**