teams@work.

EVERYDAY IS BRING YOURSELF TO WORK DAY!

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THE SECRET TO BETTER DECISIONS

LinkedIn Learning

3 WAYS TO MEASURE ADAPTABILITY

NAVIGATE CHANGE WITH A SOUNDTRACK

Get inspired to consider a world of new ideas with this collection of songs about change.

Listen in your car or in the office, just remember to make sure everyone's okay playing tunes in any shared work spaces.

To listen, scan the barcode or visit your **Spotify** account for the playlist.

Navigating change, together.

To understand how to navigate change, we must start with truth-telling. First, while some people embrace change, others struggle with or even actively resist it. Second, the current state and rate of change affecting many people may feel unrelenting.

In ***Who Moved My Cheese***, a book by Dr. Spencer Johnson, the characters find themselves navigating an endless maze in search of new cheese. Without giving too much away, the story reminds us that handling change is easier when we adapt, trust, work together and enjoy the outcomes of change, knowing we may soon need to change again. In the book, *cheese* serves as a metaphor for what one wants in life - a job, a relationship, money, a house, freedom, health, recognition, etc. Often, becoming too attached to this *cheese* makes it difficult to do or be or live differently.

Hearing or saying things like "it's always been done this way" or "why fix something that's not broken," or "it's too much work to learn new things," or "I miss the old TCU," causes us to miss out on opportunities to be creative, learn new things, simplify approaches and improve processes.

Being vulnerable by openly expressing feelings about change often leads to deeper conversations with teammates about what each person needs to live in the present, acknowledge the past, and prepare for the future brought about by change.

TALK ABOUT IT

People experience a variety of emotional and physiological reactions to change. Even changes that are considered positive can bring unexpected feelings including a sense of loss. Here are 3 questions to explore to help productively navigate change:

- *What is within your control?* Avoid spending time trying to change that for which you have no control. (See C.I.A. on next page).
- *What do I want?* What does a 'win' look like? What is my ultimate goal? Where do I hope to be at the end of this change? Capture this goal using positive language (I will vs. I won't).
- *Am I willing to grow and how will I contribute?* Many changes require individuals to stretch beyond a comfort zone. How will you respond to being uncomfortable while change(s) take root?

CIA: CONTROL, INFLUENCE AND ACCEPT

How to keep change and problem-solving in perspective.

When everyday tasks build up, individuals can experience feelings of hopelessness, frustration, and even depression. When these feelings take over, there are different approaches to "chunking" out the overwhelm, such as discerning between "important" and "urgent" or stepping back to look rationally at a situation and allow time to explore options. Another useful model is the **Control-Influence-Accept Model**, first developed by Neil and Sue Thompson in their book, "The Critically Reflective Practitioner" (Thompson & Thompson, 2018). This model works in organizational and group settings, and can be applied individually when things feel chaotic or unmanageable. Use the three elements of this simple framework to handle change without feeling overwhelmed:

CONTROL
Identifying the issues or elements of the situation that you can control. This includes:

- Your behavior surrounding the event
- When you complete certain tasks
- Your approach to situations and tasks

INFLUENCE

Identifying the elements that you can't control, but that you can influence.

- How you respond to an event
- Your response to others
- Knowing who to turn to for help or advice

ACCEPT

Identifying the things that you can neither control or influence and adapt accordingly.

- Other people's responses or decisions
- The ever-changing world around you

If you would like your team to have a guided experience using this model, reach out to HRTraining@tcu.edu.

AN INTRODUCTION TO ADKAR: FIVE PHASES FOR UNDERSTANDING THE PEOPLE SIDE OF CHANGE

Organizations don't change, people change, one person at a time. Understanding how to achieve individual change using the **Prosci ADKAR** Model is critical for achieving organizational change. ADKAR represents five necessary elements to achieve sustainable change: Awareness, Desire, Knowledge, Ability, Reinforcement. TCU Human Resources has certified change management practitioners who can guide you and your team through the ADKAR process.

Send a note to **HRTraining@tcu.edu** to schedule a consultation.

Navigating Change e-learning with Todd Boling and Sheldon Tate

Facing change, whether personal or professional, is sometimes welcome. Other times it feels insurmountable. Revisit this virtual training session from Summer 2020 to evaluate how you experience change to better understand why you experience it that way and explore ways to respond more intentionally.

TCU HUMAN resources

Questions?
Reach out to us:
hrtraining@tcu.edu