

Contributors to Change Success Leadership Thinking & Discussion Tool

ARCHOS
a d v i s o r s

Grow Well. Go Far.

Project or Change: _____

Desired Outcomes of this Change: _____

For each of the contributors to change success noted below, reflect on the questions included, discuss them with your leadership team, and note actions you can take to enhance effectiveness for this contributor and continue to drive toward the above outcomes.

SPONSORSHIP <ul style="list-style-type: none"> Who is the primary sponsor for the change? What support, education, or resources might they need to lead throughout the entirety of the change? 	STRUCTURED APPROACH <ul style="list-style-type: none"> How much of the desired outcomes or benefits from this project depend on people doing their jobs differently or changing behaviors? Who needs to make changes? How can we take a more intentional and structured approach at the organization and individual levels for the change? 	COMMUNICATION <ul style="list-style-type: none"> Do you have a communication plan emphasizing openness and frequency that addresses everyone impacted by the change? How effectively are you orienting messages from the perspective of the impacted employees? 	EMPLOYEE ENGAGEMENT <ul style="list-style-type: none"> For impacted groups (i.e., those who must show up differently or do their job differently), how are you engaging with them so they feel prepared, equipped, and supported throughout the change?
DEDICATED CHANGE MANAGEMENT RESOURCES <ul style="list-style-type: none"> Who is accountable for managing the people side of this change? What resources (e.g., internal/external resources, training, coaching, consulting, budget, etc.) might you need to facilitate this change in a way that drives results? might they need to lead throughout the entirety of the change? 	INTEGRATION WITH PROJECT MANAGEMENT <ul style="list-style-type: none"> How are you addressing the technical side of the change (i.e., project management – design, development, and delivery) and the people side of the change (i.e., embrace, adopt, and use)? How effectively are these elements integrated to deliver on the outcomes desired? might they need to lead throughout the entirety of the change? 	MANAGER ENGAGEMENT <ul style="list-style-type: none"> What role do you need the managers to play in this change or transition? How are you equipping and supporting them to play that role? 	