

# LEARNING TO SURVIVE AND THRIVE IN THE CHANGING WORKPLACE



*FirstCALL*

**Your Employee Assistance Program.**

**1.800.382.2377**



# CHANGE

“It is not the strongest of the species that survives, nor the most intelligent, but rather the one most responsive to change.

**-Charles Darwin**



## SOME UNIVERSAL TRUTHS ABOUT CHANGE

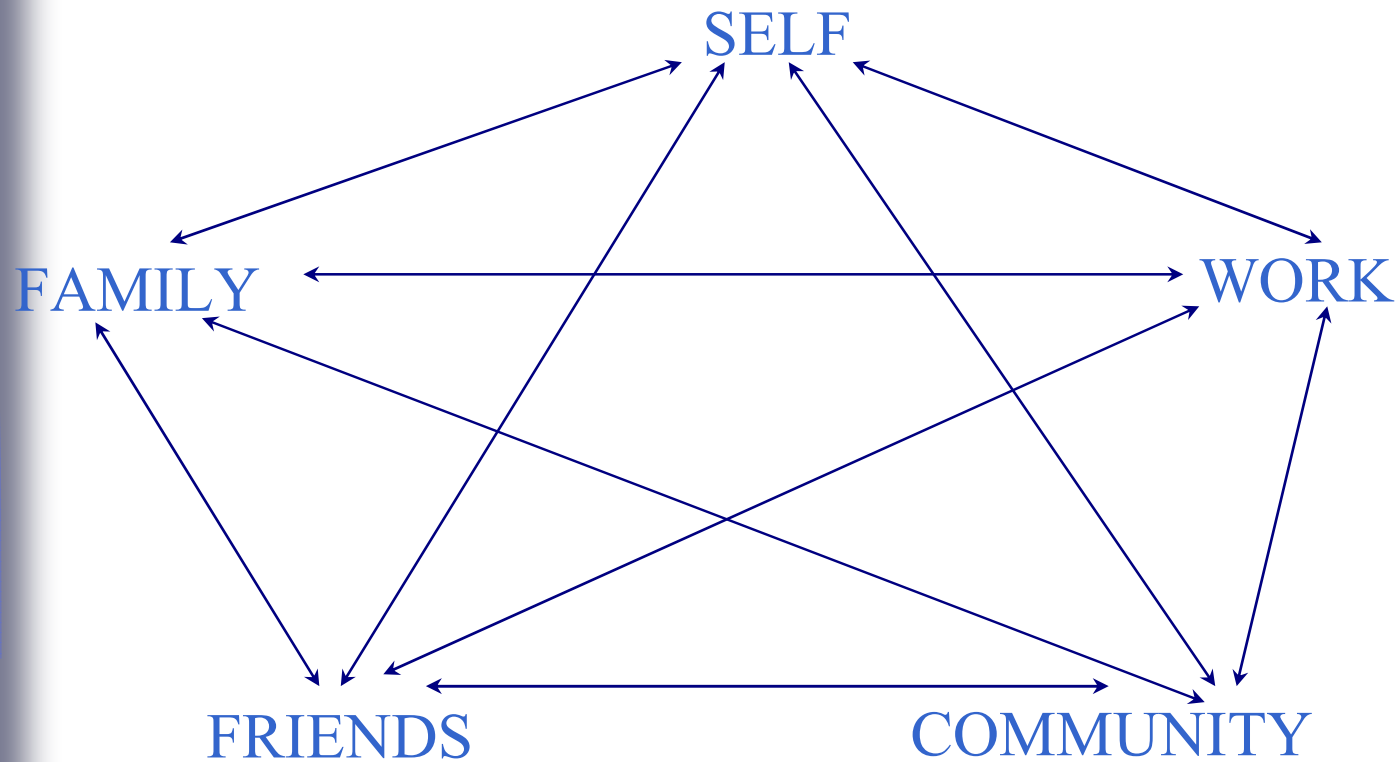
- Every transition begins with an ending. We have to let go of the old things before we can pick up the new--not just outwardly, but inwardly.
- There is always an ending, followed by a period of confusion and distress, leading to a new beginning.



## **NORMAL RESPONSES WITHIN GROUPS DURING PERIODS OF CHANGE**

- **DISCOMFORT, CONFUSION AND PAIN WITHOUT ALWAYS UNDERSTANDING THE CAUSES.**
- **INCREASED CONFLICT WITHIN THE SYSTEM.**
- **SYSTEMS AND PROCESSES WHICH WORKED BEFORE BECOME DYSFUNCTIONAL.**
- **EXPECTATIONS ARE OFTEN VIOLATED.**
- **TRUST DECLINES.**
- **INDIVIDUAL RESPONSES VARY FROM WITHDRAWAL TO EMOTIONAL OUTBURSTS.**
- **ENERGY RESERVES ARE DEPLETED.**

# CHANGE ... EFFECTS ALL ASPECTS OF YOUR LIFE





# EXERCISE

**Are you Open To Change?**



**CHANGE**



**STRESS  
RESPONSE**



**PHYSICAL/BEHAVIORAL  
SYMPTOMS**



**PSYCHOLOGICAL  
SYMPTOMS**



# PHYSICAL AND BEHAVIORAL SYMPTOMS OF STRESS

- SLEEP PROBLEMS
- OVER OR UNDER-EATING
- MUSCLE TENSION
- TIGHTNESS IN CHEST
- GASTRO-INTESTINAL DISTURBANCES
- INCREASE USE OF ALCOHOL OR OTHER DRUGS
- DIZZINESS
- HEADACHES
- CRYING SPELLS
- WITHDRAWAL FROM SOCIAL CONTACT



## PSYCHOLOGICAL SYMPTOMS OF STRESS

- SENSE OF SELF THREATENED
- FEARS OF INADEQUACY
- FEARS OF IMPENDING CATASTROPHE
- FEELING IRRITABLE, ANGRY, VINDICTIVE
- CONFUSION
- FORGETFULNESS
- FEELING DEPRESSED



# THE FOUR BASIC TYPES OF LOSS THAT FOLLOW ORGANIZATIONAL CHANGE

- LOSS OF THE FAMILIAR
- LOSS OF SENSE OF SECURITY
- LOSS OF CONTROL
- LOSS OF OPTIMISM



# **COPING WITH THE LOSSES CAUSED BY ORGANIZATIONAL CHANGE**

- What skills do I have to help myself with the losses I feel?
- What do I need from my organization to positively adjust to the losses I feel during the transition?



# **EXERCISE**

## **Positive Changes in My Past**



## WHAT YOU CAN DO DURING TRANSITIONS . . .

- **Expect** change.
- Invest your energy in going **with** change rather than against it.
- Analyze your concerns and feelings and discuss them with people you trust.



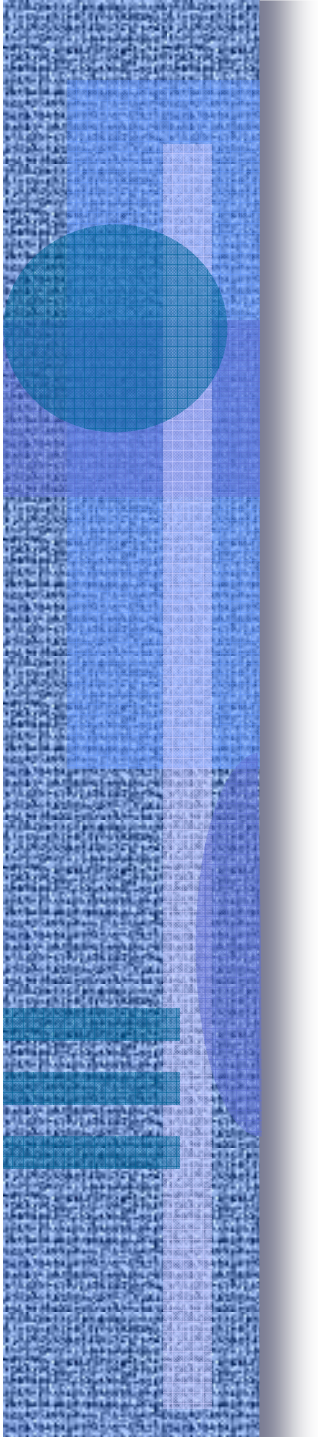
## WHAT YOU CAN DO DURING TRANSITIONS...

- Discover tools from the past that could help you with your current situation.
- Identify the resources you need and how to get them (information, support, training, counseling).
- Look for areas where you can have choice, involvement and/or control. Take action!
- Work on creating your future.



## WHAT YOU CAN DO DURING TRANSITIONS...

- Continue updating your skills
- Explore new opportunities to broaden your experience base.
- Focus on working more effectively rather than harder.

A vertical decorative bar on the left side of the slide. It features a dark blue background with a fine grid pattern. A lighter blue circular shape is positioned in the upper left quadrant, and a vertical light blue gradient bar runs down the center of the bar.

**“Strangely enough,  
this is the past  
that somebody in the future  
is longing to go back to.”**

**Ashleigh Brilliant**



## **AFFIRMATIONS TO SUPPORT MY CHANGE PROCESS**

- I change my mindset instead of minding change
- I ride the waves of change instead of trying to control the uncontrollable nature in my life and work
- Instead of working to “make a living,” I work to make my-self...
- A problem can become an opportunity instead of a problem



## **AFFIRMATIONS TO SUPPORT MY CHANGE PROCESS**

- I am learning new ways of working and enjoy the process of growth and development
- Sometimes I am a teacher or manager, sometimes a learner; both are good
- Trust the process



## **AFFIRMATIONS TO SUPPORT MY CHANGE PROCESS**

- Every problem has a solution embedded in it.
- Don't sweat the small stuff
- This too shall pass
- I'm doing the best I can and that is good enough