



**Internalize change management training efforts and leverage your organization's own facilitators to deliver Prosci training programs. During this four-day experiential learning program, Prosci's world-class facilitators instruct and guide participants through presenting key modules and delivering core role-based training programs.**

## WHO IS THIS COURSE FOR?

The Train-the-Trainer program is designed for change management professionals who are ready to start deploying change management training throughout their organization.

## PREREQUISITES

- Prosci Change Management Certification

The Train-the-Trainer Program expands upon the fundamentals covered in the three-day Change Management Certification course, the focus now on teaching participants how to deliver the five role-based programs in their organization.

## LEARNING OBJECTIVES

By completing the Train-the-Trainer Program participants will:

- Learn the purpose, objectives, intended audience and structure of five role-based programs
- Review key learning modules and facilitation recommendations
- Practice facilitating select learning modules in front of the class and instructors
- Receive feedback and recommendations for improving delivery
- Craft a training delivery strategy to guide implementation of change management training following the program

## ROLE-BASED PROGRAMS YOU WILL LEARN TO TEACH:

### **Change Management Practitioner Program**

A three-day program where participants learn how to apply Prosci's holistic change management methodology and tools, including the **Prosci ADKAR® Model**, to a real project.

### **Change Management Program for Managers**

A one-day program that builds change competency in managers by defining their role in change and providing practical frameworks for effectively leading their employees through change.

### **Change Management Employee Orientation**

A one-day program that, using the **Prosci ADKAR Model**, empowers frontline employees with the framework and skills to lead themselves through change. Employees leave better able to communicate about change and with a vision for being proactive change agents.

### **Delivering Project Results: Change Management Workshop for Project Managers**

A half-day workshop for your project leaders exploring the importance of change management in meeting their project's objectives, and opening to the opportunity for more effective integration and partnership. Participants identify impacted employee groups, connect employee adoption to their project's results and outcomes, and learn how change management drives better adoption and results.

### **Change Management Sponsor Briefing**

A one-day program for executives that focuses on the critical connection between sponsorship, change management and business results. Executives learn to understand their role in change and better position their organization for change success. This program will be taught at a high-level overview during the program with additional support for facilitation available after the program.

## PROGRAM AGENDA

### Day one:

- Change Management Practitioner Program:
  - Preparing for a program
  - Success factors
  - Change management and Prosci ADKAR Model overview

### Day two:

- Change Management Practitioner Program:
  - 3-Phase Process
  - Sponsor assessment diagram

### Day three:

- Change Management Practitioner Program:
  - Program presentation overview
- Change Management Employee Orientation

### Day four:

- Change Management Program for Managers
- Delivering Project Results: Workshop for Project Managers
- Overview: Sponsor Briefing

## COURSE MATERIALS

Included within the course fee, participants receive:

- Prosci Train-the-Trainer Facilitator Guides
- Prosci Train-the-Trainer Support Site

Facilitator guides include key messages, activity directions, slides from each program, timing considerations and how to prepare for each program. Ongoing resource with access to slide decks, facilitator tips and tricks, specialized webinars and podcasts to support the successful facilitation of Prosci programs.

## INTERNAL DELIVERY REQUIREMENT AND PURCHASING MATERIALS

To complete the Train-the-Trainer Program, participants must facilitate their first Prosci program at their organization within 90 days.

In order to deliver a role-based program, the Train-the-Trainer graduate must purchase the associated training materials. The individual sets are listed below. If interested in purchasing an enterprise license to cover all Prosci's training material, please contact us for pricing.

### Current Individual Material Set prices without an enterprise license:

| Program              | Price Per Set |
|----------------------|---------------|
| Practitioner Program | \$750         |
| Program for Managers | \$350         |
| Employee Orientation | \$95          |
| Delivering Project   | \$225         |
| Sponsor Briefing     | \$300         |