

CHANGE ROAD MAP STARTER TEMPLATE

The Case for Change
Define business drivers for change
Translate business drivers into problems & opportunities from the Target Audience Members' perspective
Articulate the cost of status quo
Build urgency for change
The Components of Change - Commitment
Determine commitment building strategies
Identify & Prepare Target Audience Members
Identify mindset shifts
Identify and address Target Audience Member responses
Identify and honor endings
Manage the emotional cycles of change
The Components of Change - Community
Identify those who must play key change roles
Complete Change Support & Power Grids
Outline & execute enrollment strategies
Determine Change Leader strategies
Engage & enroll Change Leaders
Educate & enable Change Leaders
Coach Change Leaders
Enroll key influence leaders

CHANGE ROAD MAP STARTER TEMPLATE

The Components of Change - Clarity
Complete Impact, Track Record, Readiness Assessments
Develop capacity building strategies
Ongoing monitoring and adjustment of strategies
The Components of Change - Communication
Create the shared vision
Clarify transition goals
Create the rich, detailed picture of the changes
Frame the meaning of the change
Develop a communication strategy & plan
Execute communication activities
Implementation Activities (Recommendations)
Design the specific technical changes, structural changes, process changes, and training/skill building for Target Audience Members
Identify and complete quick wins
Implement transition structures & processes
Define and implement governance structures
Align HR processes
Align measurement and performance management
Encourage continuous learning
Assess necessary culture shifts