

Managing in Times of Change

October 9th, 2018

1pm-4pm

RCTC Heintz Center- Room HA110

\$79 per person

This course explores the external and internal forces that drive change in an organization, why it's critical to adopt implemented changes and why most people still resist change. Learn techniques to guide employees through the change process. Participants will examine the human side of change, including communications, resistance, and leadership.

In this course, participants will learn:

- The Case for Change
- How people respond to change
- Managing through resistance
- Understand Critical success factors of change management

Contact Hours: 3 Hours

Instructor: Cecilia Stanton

REGISTRATION FORM

Name: _____

Last First M.I.

Social Security Number: _____ Male Female Date of Birth: _____

Home Address: _____ Apt/Unit #: _____ PO Box #: _____

City, State, Zip: _____ Primary Phone: _____

E-mail Address: _____ Alternate Phone: _____

Home Work Cell

Home Work Cell

Payment Required At Time Of Registration
 does not qualify for financial aid

Student Signature: _____

Date: _____

Payment Information: For payment and cancellation policies, please refer to our website:
<http://www.rctcbwe.com>

Check #: _____ By providing a check payment, you authorize RCTC to use the information from your check to make a one-time electronic funds transfer from your account or to process the payment as a check transaction. We will use your check to make an electronic fund transfer, funds may be withdrawn from your account the same day we receive payment, and you will not receive your check back from your financial institution.

Verification from Employer: Send a letter, email (workforceeducation@rctc.edu), or fax (507-280-3168) to authorize invoicing for the class

Company Billing Attn: _____ PO/Voucher #: _____

Company Name: _____ Work Phone: _____

Company Address: _____ City, State, Zip: _____

Please call us with Registration Questions at 507-280-3157 or Fax in your registration to 507-280-3168

