

# MANAGING WORKPLACE CHANGE

Workplace initiatives offer leaders a platform to transform their organizations. But all too often, leaders focus on process, cost savings, and new technologies, while leaving the power of people and culture unharnessed. Effective workplace transformations must go beyond preparation of the physical space to integrate a comprehensive change management and communication approach.



**Better utilization of workspace**



**Employee engagement**



**Operational efficiency and effectiveness**

## EFFORTS WE SUPPORT:

Office moves and relocations

Renovations

Changes and reductions in footprint

Workplace technology implementations

Workplace policy changes, such as mobility practices

## OUR APPROACH:

The Clearing recognizes the importance of addressing logistical, technical, and social complexities and delivers support that will resonate within the unique elements of your culture.

Our approach aligns space, people, technology, and process and will allow your organization the opportunity to:



Shape the future of your workplace culture



Enhance the ability to work in new ways



Leverage technology and strategic investments to increase productivity and improve performance

## OUR OFFERINGS:



### Change Strategy

We help create a shared understanding of the program's vision, mission, and strategy, and define initiatives for coordinated action. Shared ownership of the strategic vision is facilitated to establish preparedness for workplace change.



### Employee Engagement

We gather and integrate regular input from the enterprise workforce to reduce resistance and generate genuine enthusiasm. A continuous cycle of feedback supports sustained long-term success.



### Communications

We collaboratively identify desired and necessary behaviors, design training materials to outfit employees for success, and disseminate steady and consistent messaging on everything your team needs to be aware, informed, and ready. Throughout the engagement, all methods and approaches are tailored to your organization.

## EXAMPLE SERVICES WE PROVIDE:

- Workplace strategy and visioning
- Employee needs and change readiness surveys
- Workplace change project planning and coordination
- Training for shifts to open space and new ways of working in space
- Records management guidance and communication
- Workplace technology needs identification and training
- Workforce communications to prepare for moves, renovations, and technology changes
- Advisory support and communications for bargaining units
- Best practices for mobility, using shared spaces, and team performance in the workplace