



# BUSINESS CHANGE MANAGER MASTER CLASS

## Introduction

The Aspire Europe Business Change Manager is an introduction to the critical role of the Business Change Manager in any change programme.

The course provides an overview of the responsibilities, tools and skills required to deliver this role effectively. The course can lead to a nationally recognised award accredited by ILM following an assessment exercise.

## Target Audience

This course is ideal for any staff involved in benefits related roles and wish to gain a qualification, for example:

- Programme leaders and Managers
- Operations staff taking up a BCM role
- Benefits and Business Case Managers
- Members of a Change Team

## Course Benefits

- Greater understanding of the criticality of benefits
- Review of the programme lifecycle and fit with the BCM
- Techniques and tools that the BCM will require
- Develop a workplace action plan to support BCM role
- How the BCM should work with the programme themes and principles

**Duration:** Two days plus a total of 20 hours of study time required for the Certificate.

**Pre-Requisites:** Minimal – we will cover Programme Management concepts during the day, therefore knowledge of Programme and Project Management will help.

**In-House Event:** Price on application  
**C4CM Qualification:** £175 per person (optional)



## About Aspire Europe

Our roots are entrenched in Change Programme Management and Performance Management and we are committed to improving the efficiency and effectiveness of organisations through the transfer of our knowledge and experience to your people.

We constantly strive to offer refreshing, stimulating and interesting events facilitated by consultants with a wealth of experience and examples to enhance your learning experience.

We offer further accredited courses to continue your development.

We look at the tools and techniques that will be helpful day-to-day and identify areas where further development will help. In addition, we will explore the different levels of engagement with other skills that will be required to support the BCM during the change life cycle.

The course is a starting point for the professional development of Business Change Managers and members of a change team.

For more details please contact us

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## Course Outline

Module	Content
<b>Business Change Managers</b>	This session covers: <ul style="list-style-type: none"><li>• Set the context of organisational change.</li><li>• Learn how the BCM fits into this, and that change will not happen with them.</li><li>• Identify the key characteristics and skills required to be an effective BCM.</li><li>• Discuss why organisations have struggled with this concept.</li></ul>
<b>Programme Management Lifecycle</b>	This session covers: <ul style="list-style-type: none"><li>• Review the Programme Management lifecycle and key deliverables and map the BCM role into these</li><li>• Identify what activities a BCM should be undertaking in each of the programme processes</li></ul>
<b>Programme Management Themes and Principles</b>	This session covers: Identify the responsibilities and activities that a BCM should undertake by working through the key themes and principles, in relation to: <ul style="list-style-type: none"><li>• Quality, Organisation and Leadership</li><li>• Governance</li><li>• Business Case</li><li>• Stakeholder</li><li>• Communications and Planning</li></ul>
<b>Benefits Realisation Management</b>	This session covers: <ul style="list-style-type: none"><li>• The BCM is critical to benefits delivery review specifically Benefits Management strategy and delivery from the perspective of the BCM.</li><li>• What are the pitfalls for the business and what should the BCM be watching out for to avoid them?</li></ul>
<b>Delivering Change</b>	This session covers: <ul style="list-style-type: none"><li>• What are the tools and theories for delivering organisational change?</li><li>• How should the BCM use them to maximise the likelihood of success?</li><li>• How should these be integrated with the change lifecycle?</li></ul>
<b>Action Planning</b>	This session covers: <ul style="list-style-type: none"><li>• Delegates to develop an action plan to go back and deliver effective business change management within their organisations</li></ul>