BEM®

Business Enterprise Mapping

Major change Management Plan Template

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If you have been given the assignment to implement major change, you will no doubt find it to be one of the *most challenging* assignments of your career.

This **Major Change Management Plan Template** will help you ask the right questions to allow you to navigate the activities necessary to plan and implement successful change that creates value for your employer and enhances your career.

Can you answer the questions below?

Question 1

What is the compelling need for change?

*max **700** characters*

Question 2

What must change to meet the need?

*max **700** characters*

Question 3

What is your vision for the change you desire to adopt?

*max **700** characters*

Question 4

4. Who are the key constituents?

a. Leader :

b. Team :

c. Champions :

d. Adopters :

e. Resisters :

f. Key Performers :

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Question 5

What strategy will you implement to attain your vision?

*max **700** characters*

Question 6

What is your plan to deliver that strategy?

a. Goals :

b. Skills :

c. Resources :

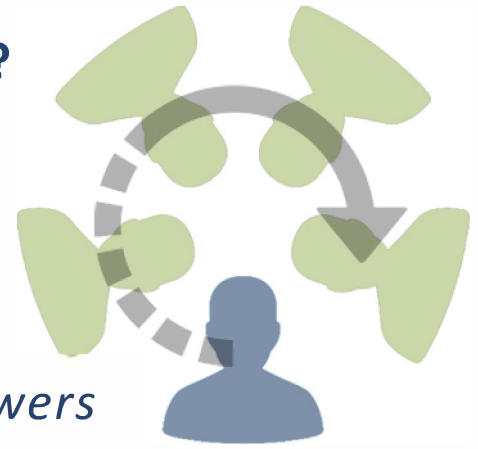*d. Budget :*

e. Tactics :

f. Timeline :

g. Measurement :

Question 7

### What is your plan to engage your organization?

- [ ] a. Communicate compelling need
- [ ] b. Enlist key constituents commitment
- [ ] c. Give clear direction & expectations
- [ ] d. Provide the "what's in it for me" answers
- [ ] e. Provide training and education
- [ ] f. Offer incentives
- [ ] g. Transparent communication
- [ ] h. Earn trust

Question 8

How will you manage transition?

- [ ] a. Regular feedback
- [ ] b. Lean on key constituents commitment
- [ ] c. Hold constituents accountable
- [ ] d. Make it personal
- [ ] e. Relieve stress
- [ ] f. Engage key performers to influence others
- [ ] g. Reward performers
- [ ] h. Balance speed with capability
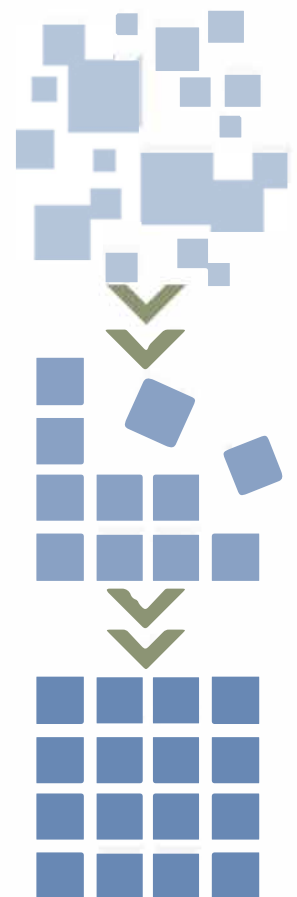
Question 9

How will you monitor progress?

a. Time :

b. Resources :

c. Budget :

d. Acceptance :

e. Completion :

Question 10

How will you assess achievement?

a. Vision attainment :

b. Vision effectiveness :

c. Plan performance :

d. Organization disruption :