

Messenger

Vol. 3 No. 4

April, 2005

It's Time For A Change!

Change is the moving of a person, company or event from one position to another. Some embrace change while others run away from it. Some become hostile while others are simply apathetic. Some have security in what they know and do not want a change. Others may fear change because of what the future will bring; they are comfortable functioning with past ways. As you can see, the whole concept of change brings about a variety of emotions and reactions.

There are several factors which influence a person's viewpoint about change. By understanding these things which influence, we can better handle the vast array of responses people elicit.

Predisposed thoughts about a change - Many people will not give change a chance. They have decided the change will hurt them or it will not help them in the long run. Unfortunately, they have made a decision with no true knowledge of what the change will involve.

Feelings of uncertainty - Uncertainty usually rests in an insecure person. They view change as something in which they will have no control; therefore, it is a threat.

Thoughts of others - Many people are easily influenced by their peers. They will agree with another's point of view because they do not want to rock the boat, stir up a confrontation, or be looked at as being on the wrong side.

Cultural thoughts and indoctrination - Cultural thinking can make a difference on what our attitudes are concerning various changes. Society often dictates what direction people choose. Even religious upbringing will influence choices people make in adapting to changing conditions.

Ability to trust - Trust is so important, yet so hard to establish among people. Within any relationship, whether it be individual or corporate, trust is key in embracing change. Past situations often come back into play as people reflect on what happened before. Ethical, respectful behavior will lead to a trusting relationship in which changing conditions can be adapted.

(cont. on page 2 *Change*)



Leaders of Change

Are you a leader in creating change? Leaders normally have four basic characteristics. First, they are doers, not just talkers. A true leader is someone who points out the way the company should go and then launches out in that direction. They see the change as being personal, and they are supportive of helping the organization grow. Their enthusiasm is contagious, and they are able to inspire others to join in the process. They desire to implement the change!

Second, leaders know where to start. This may seem elementary, but many changes never come about simply because no one knew how to begin. Leaders are able to plan and designate quality resources. They select and delegate people who have skills and training in the necessary changes. They are able to empower qualified people with the vision which will bring about a corporate ownership.

Third, leaders are realistic. They anticipate snags along the way. They realize change takes time, and creating the change may be an uphill battle with many obstacles. They often are able to predict the barriers ahead of time and are prepared for them when they arise.

Finally, leaders are action oriented. Leaders want change, but not just for change sake. They are motivated to improve upon the mission and vision of the company. With their strong communication skills, they are able to increase the pace at which others join the effort. They take on the skeptics and procrastinators with ease.

Change is . . .

What people fear most. Fedor Dostoevski
Truths being in and out of favor. Robert Frost
The only thing that has brought progress. Charles Ketter
Means the unknown. Eleanor Roosevelt

The Mathis Group's Messenger

(continued from page 1 *Change*)

Fear of expectations - A change in expectations causes nervousness in many people. They wonder if they will be able to perform successfully. Will more be demanded from them; will their responsibilities change; will they be able to keep up with the new expectations?

Methods used to bring about change - For some, it is not the actual change being made that causes alarm, but the struggle comes from the methods being used. They are uninformed and do not understand the processes being put in place; therefore, the change is causing havoc for them.

Personal reasons and feelings of opposition - No one can know all the personal reasons which may block a successful change. Sometimes, though, these secret personal reasons result in opposition to the change.

All change is not the same. There are 4 types of change: change by exclusion, change by gradual progression, change by pendulum swing, and change by paradigm shift.

Change by exclusion is change that is different and stands out from the norm. It goes against the rules. This individual person or company will not be like everyone else because of the change that is made. People and companies like to discover their niche - that which separates them and gives individuality.

Change by gradual progression is change that takes place at such a slow rate that people might not even be aware of it. This type is best when there is little support for change. Perhaps there are numerous problems to be solved, but there is no implementation plan in place. This would need to be addressed gradually to re-establish trust between the employees and supervisors.

Change by pendulum swing is change that swings from one perspective to a completely new emphasis which is usually at the opposite extreme. This type of change is best when the situation is urgent and calls for immediate attention. To be effective, there must be a high level of trust already in place. People need confidence that such an extreme change is needed and will produce good results.

Change by paradigm shift is change that brings about a shifting of rules and standards based on new information, data or discoveries. Unlike change by exclusion, this change is for all rather than one or just a few. It is a major rethinking of the way things are.

**Check out these training seminars
at www.keithmathis.com**

**Successfully Handling Change
The Lost Art of Leadership
Successfully Managing People
Effective Problem Solving**

Secrets for Rapid Change

- *View change as a challenge.
- *Build your commitment through goals and passion.
- *Stay committed when the going gets tough.
- *Deal with setbacks and go forward.
- *Be optimistic.
- *Use humor.
- *Learn from mistakes.
- *Maintain perspective.
- *Tune the body.
- *Build self-confidence.
- *Communicate effectively.
- *Love

from *Mastering the Winds of Change* by Erick Olesen



A Recommendation from The Mathis Group

www.keithmathis.com was updated by

Relevant Design Studio

Relevant Design Studio is a new and innovative Web and Graphic design company offering professional designs with cutting edge technology. Our designers specialize in customizing your website or media product to your business, and more importantly, your audience. Our designs are guaranteed to increase your company's exposure and improve your company's image. We stand behind every one of our products with our 100% satisfaction guarantee and also offer hassle free maintenance plans to help you keep your website updated and fresh for your clients.

For more information and samples of our work, check out our website at www.relevantdesignstudio.com or contact us by email at micah@relevantdesignstudio.com or by phone at (314) 223-7147.

The Mathis Group, Inc.

Dr. Keith Mathis
106 Lakeview Woods
Eureka, MO 63025
1-800-224-3731
636/938-5292 voice/fax
kmathis@ix.netcom.com
www.keithmathis.com
GSA Contractor - GS10FO383M
Project Management Institute R.E.P.

**New
Series**

CD Consultant Series

Project Management

100% Money Back Guarantee



Try It Out

**Get The First
Multi Media CD**

Free

Each CD Consultant multi media series comes complete with the following items:

- **Narrated PowerPoint presentation**
- **Video clips in electronic format**
- **Reproducible student book**
- **Reproducible teacher book**
- **Reproducible PowerPoint slides**
- **Reproducible handouts**

CD Consultant is designed as an alternative for organizations or individuals who need training but have a limited budget and a tight schedule. It is designed so each CD contains all needed materials for effective training. It is like having a trainer in a box. All you need is a computer with speakers; print the student book and off you go. There is no special equipment to own.

CD Consultant on Project Management is designed to focus on ways to run projects faster and more effectively with the right kind of project processes. This course includes 10 multi media CD's which can be used in group or individual development of your project team. This course recommends a six-phase process as well as numerous preventative actions to efficiently create a project plan with more depth. Participants will learn how to successfully create, monitor and guide the project's scope and critical path as well as how to manage multiple projects. Participants will diagnose and prevent problems such as scope creep, time slippage and team conflicts. In addition, you will discuss roles and responsibilities and how to hold people accountable when you have no position power. This program will take the participants through each step of a project plan and give specialized training to prevent potential problems from hurting the project.

The Mathis Group is a registered global education provider with Project Management Institute. All the principles of this Project Management series follow the guidelines set by Project Management Institute and PMBOK requirements. Dr. Keith Mathis, founder and president of The Mathis Group, is an experienced trainer with over 5000 presentations. He trains as a government contractor and as a professor for graduate students and a certified online instructor.

We are introducing the CD Consultant with Project Management. You can contact The Mathis Group for availability of additional series: customer service, management, coaching, marketing, sales, communication, presentation skills, and performance management.

To Place Your Order – kmathis@ix.netcom.com or 1-800-224-3731

CD #1 is free and will be shipped immediately.

If you are satisfied, you can then order the complete series. CD #2 will be shipped when you place the order at a cost of \$64. You can pay by check or credit card.

CD #3 – CD #10 will arrive individually every 14 days at a cost of \$64 each.