



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Leading and Managing Change

Custom Courses / Leadership and Management

Unit Standard AATICD-0084 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This course equips managers and team leaders with the skills to effectively lead and manage organizational change. Participants will learn to diagnose change requirements, plan and implement change initiatives, and support teams through transitions. The focus is on practical strategies for minimizing resistance and maximizing engagement during change processes.

Category	Custom Courses
Subfield	Leadership and Management
Unit Standard	AATICD-0084
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Analyze the need for change within an organizational context using diagnostic tools.
- Design a comprehensive change management plan that addresses stakeholder impact and communication.
- Implement change initiatives using appropriate leadership styles and interventions.
- Evaluate the effectiveness of change processes and adjust strategies accordingly.
- Demonstrate the ability to support team members through the emotional and behavioral aspects of change.
- Apply conflict resolution and negotiation techniques to manage resistance to change.

WHO SHOULD ATTEND

- This course is designed for managers, supervisors, team leaders, and project managers who are responsible for driving or supporting change within their teams or organizations.

COURSE OUTLINE

Day 1: Foundations of Change Management

- Defining change and change management
- Internal and external drivers of change
- Types of change: developmental, transitional, transformational
- The change curve and emotional responses
- Overview of change management models (Kotter, Lewin, ADKAR)
- Role of leadership vs. management in change
- Creating a compelling change vision

Day 2: Change Models and Frameworks

- Detailed walkthrough of Kotter's 8 steps
- Lewin's unfreeze-change-refreeze
- ADKAR: Awareness, Desire, Knowledge, Ability, Reinforcement
- Bridges' Transition Model
- Comparing models: strengths and limitations
- Case study analysis using multiple models

Day 3: Leading People Through Change

- Sources of resistance: individual and organisational
- Strategies for managing resistance
- Effective change communication plans
- Building and leading a change coalition
- Empowering broad-based action
- Coaching and supporting employees through change
- Celebrating short-term wins

Day 4: Planning and Implementing Change

- Elements of a change management plan
- Stakeholder mapping and engagement strategies
- Risk assessment and mitigation in change
- Change readiness assessments
- Metrics and KPIs for change success
- Sustaining change: anchoring new approaches
- Case study: developing a change plan

Day 5: Integration, Review, and Action Planning

- Integration of models, tools, and skills
- Whole-case analysis: a complex change scenario
- Group presentation: change management proposal
- Peer and facilitator feedback
- Personal action planning for leading change
- Course review and Q&A;

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **10 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 24,200.00	R 24,200.00
1	In-House	R 31,400.00	R 31,400.00
1	On-Campus (Pretoria)	R 36,200.00	R 36,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
03 Aug 2026	07 Aug 2026	On-Campus	Pretoria, South Africa
03 Aug 2026	07 Aug 2026	On-Campus	Dubai, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Harare, Zimbabwe
17 Aug 2026	21 Aug 2026	On-Campus	Shenzhen, China
24 Aug 2026	28 Aug 2026	On-Campus	Bangkok, Thailand
24 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard AATICD-0084) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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