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Coping with Workplace Change:
Dealing with Loss and Grief (1st Edition)

Course Specifications

Course Number: CCT–041_rev4.0
Course Length: Self-study or Classroom Training

Course Description

The 50-Minute Manager Series was designed to cover critical business and professional development topics in the shortest time possible. Our easy-to-read, easy-to-understand format can be used for self-study or classroom training, or even office training. With a wealth of hands-on exercises, the 50-Minute books keep you engaged and help you retain critical skills.

Course Objective: The learning objectives for Coping with Workplace Change are listed below. They have been developed to guide you, the reader, to the core issues covered in this book.

The objectives of this book are:

- To explain the loss phenomenon
- To discuss the process of experiencing grief
- To show how to help others with grief
- To discuss loss and change in the workplace

Course Content

Part 1: Understanding the Origin and Impact of Organizational Change

Realities of Workplace Change
The Heartbreak of Merger and Reorganization
Corporate Evolution and Workplace Change

Part 2: What You Need to Know About Grief

Why All Loss Is Death-Like
Attachment Bonding and Loss
Three Conditions of Grief
Understanding Employees' Feelings
Grief Reactions To Change-Loss
Understanding Attitudes and Behaviors
Grief Reactions Affect Productivity

Part 3: The Process of Grief

What Is Grief?
Bowlby's Basic Phases of Loss and Mourning
Kübler-Ross Stages of Loss
How the Old Pain Got There and Where It Goes

The Cost of Storing Old Pain

Part 4: Helping Employees Cope with Workplace Change-Loss Grief

Understanding The Tasks of Mourning
Helping People Heal by Listening
Helping an Employee in a Grief Reaction
Quick Tips for Helping
Preparing for the Effects of Workplace Change
Workplace Grief: The Assets and Liabilities

Appendix

A Final Statement
Additional Reading