

LPM WSQ : Implement Innovative Change (SF) (TGS-2019504340)

*Participants will be awarded the **Statement of Attainment** for
INP-BIN-3127-1.1 People Change Management
upon successful completion of the course.*

Course Objective

This course provides your assistant managers, supervisors and team leaders with skills and knowledge to implement change processes within a workgroup. It covers identifying opportunities for innovation and the implementation of changes to work practices and continuous improvement systems and processes.

Target Audience

Supervisors, Assistant Managers and Team Leaders

Course Outline

➤ Identify Opportunities for Innovation

- Participate in developing a learning organisation
- Identify opportunities for innovation in the area of work practices
- Support enterprising behaviour and risk taking within the team

➤ Implement Changes to Work Practices

- Prepare and communicate plan for implementation of change
- Assign roles and responsibilities to implement change
- Identify systems and behaviours that support or limit change processes
- Plan for consequences of change
- Provide support and resources for change activities

➤ Implement Continuous Improvement Systems and Processes

- Communicate continuous improvement processes
- Encourage team to participate in continuous improvement processes
- Identify opportunities for further improvement.

Methodology

Discussions & Presentations , Questionnaires and Case Studies.

Trainer Profile

Katty Lam has spent more than 15 years working in the service, retail and hospitality industry where she held various management positions managing project teams in marketing, customer service and operations locally and in Vietnam, Malaysia and Myanmar. This allows Katty to share her expertise & insights as she relates real-life knowledge and experience in managing teams which will enhance the participants' learning experience positively in building effective work/project teams.

Dates (2022) : 28-29 Jul, 20-21 Oct
Duration : 2 days, 9am to 6pm (16 hours)
Course Venue : SNEF Corporate Learning Centre @ Tanglin

Register online at SNEF website www.snef.org.sg
Click on 'Training' and Course Category '**Leadership**'

- ❖ **50% Course Fee Subsidy (SC aged ≤ 39/ SPR/ LTVP+ Holders)**
- ❖ **70% Course Fee Subsidy (SC aged ≥ 40/ SMEs)**
- ❖ **Absentee Payroll (AP)
\$4.50 per hour, capped at \$100,000 per enterprise per calendar year**

SME	NON-SME	SELF-SPONSORED	Full Course Fee	Training Grant	Amount Payable
- All SC, SPR & LTVP+			\$428.00	\$280.00	= \$148.00
		- SC aged ≥ 40			
			\$428.00	\$200.00	= \$228.00
		- SC aged ≤ 39			
		- All SPR			
		- LTVP+			

All prices stated are inclusive of 7% GST

SC : Singapore Citizen

SPR : Singapore Permanent Resident

LTVP+ : Long Term Visit Pass Plus Holders

⊗ : Not Applicable

SMEs : Defined as companies with:

(i) at least 30% local shareholding; AND

(ii) Group annual sales turnover of not more than \$100 million OR Group employment size of not more than 200 employees

Funding Eligibility

In order to enjoy the funding, participants need to fulfill the following requirements:

1. Singapore Citizens , Singapore Permanent Residents (SPRs) or Long Term Visit Pass Plus (LTVP+) Holders
2. Attain at least 75% course attendance
3. Successfully complete assessment & certified as competent
4. Have not enjoyed funding for the same course before. *Note: This course is equivalent to Lead Team to Implement Change (LPM-CHG-301C-0)*
5. For company-sponsored participants, training is fully sponsored by companies, which are registered or incorporated in Singapore
6. Sponsoring company is the direct employer who is contributing CPF for the registered Singapore Citizens or Singapore Permanent Residents (SPRs) participant

For training conducted outside working hours, AP funding is given to the employers to defray the overtime pay that was paid to their employees. Hence to qualify for AP funding, employers must have in place a Human Resource (HR) policy which provides for the payment of overtime pay to employees for these training hours and pay their employees overtime pay for these hours, in accordance with the HR policy.

Enquiries:

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