

# TRANSITIONS

## Using Transitions Theory to Navigate Change



**Session Purpose:** Build understanding to assist team with the various transitions individuals experience during times of change and develop strategies to move forward.

**Session Overview:** Using Bridges' three stages of transition as the foundation for discussion, explore how individual team members are dealing with change. In addition to developing awareness, the team will develop strategies to move forward.

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**Introduction** – Overview of the three stages of Transitions individuals experience when faced with change.

<b>Questions:</b>	<b>Notes:</b>
Definitions of three stages of transition: <ul style="list-style-type: none"><li>• <i>Ending</i>- Experience the loss and ending of what you previously experienced.</li><li>• <i>Neutral</i>-Individuals caught between the past and present. Unsettled state.</li><li>• <i>New Beginning</i>-Feel new energy, opportunity. Individuals let go of past and are ready to accept new circumstances.</li></ul>	
Each group answer the following questions: <ul style="list-style-type: none"><li>• Describe behaviors and reactions of being in your current stage of transition.</li><li>• What is helpful for you during this time?</li><li>• What is difficult for you during this time.</li></ul>	

**Endings** – Experience the loss and ending of what you previously experienced.

<b>Questions:</b>	<b>Notes:</b>
<p>What have you lost as a result of the changes made to how we work?</p> <p>In addition to changes at work, what additional changes have been difficult for you?</p> <p>What do you need to let go off?</p>	
<p>Based on themes that emerged:</p> <p>Thoughts on the common themes expressed on the change to our work?</p> <p>How do we move forward as the result of these losses?</p> <p>What will be our team expectation for our behaviors during this time of transition back to campus?</p>	

**Neutral**- Individuals caught between past and present. Unsettled state.

<b>Questions:</b>	<b>Notes:</b>
<p>Looking at a time of unknown, what is still within our control?</p> <p>What did we do different during this time (as a team or individually) that was effective?</p> <p>Are there new ideas concerning the way we operate that should be considered?</p>	

**New Beginnings-** Feel new energy and opportunity. Individuals let go of the past and are willing to accept new circumstances.

Questions:	Notes:
<p>What ideas (generated previous section titled Neutral) could we pursue?</p> <p>Based on the idea group was assigned, complete Four P's exercise. The four P's are:</p> <p><b>Purpose-</b> explain the purpose of the idea.</p> <p><b>Picture-</b> provide a picture of how the idea would look and feel, if implemented.</p> <p><b>Plan-</b> provide example of steps necessary to move idea to completion.</p> <p><b>Part-</b> what part can individuals play in the implementation of the idea.</p>	

### **The Four P's Exercise**

**Purpose:** In one sentence, provide the purpose for your idea. How could this idea improve our team and the work we are responsible to do?

**Picture:** How would this idea look and feel if implemented?

**Plan:** Provide an example of necessary steps to move idea to completion.

**Part:** What part can individuals play in the implementation of the idea?

**Conclusion-** moving forward discussion, wrap up of program.

<b>Questions:</b>	<b>Notes:</b>
Is there one or two ideas we could implement during this time? (next six months)  Would this idea move us forward in a meaningful way?  Volunteers to implement idea(s)	
One word to describe our discussion.  Final thoughts?	

Adapted from Bridges, W. *Managing Transitions*. 2003  
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