# Toolkit Page 127 Change Alive Checklist

# **Keeping Change Alive Checklist**

This checklist accompanies the things to do and the things to avoid in Chapter 8, Keeping Change Alive. Please refer to the chapter itself for definitions and descriptions of each of these checklist items.

## **THINGS TO AVOID**

- Taking the Tasks for Granted
- Delegating Enthusiasm
- Keeping a Project Alive That Should Have Died
- Forgetting to Remind People About the Need to Make a Compelling Case for Change

#### WHAT IT TAKES TO KEEP CHANGE ALIVE

# As Leader, What You Must Do Personally

- You Must Be the Champion for This Change
- Allow Yourself to Be Influenced
- Attend to Power and Politics
- Protect the Process

## What You Need to Make Sure Gets Done

- Symbolic Acts
- Work at Appropriate Speed
- Ownership
- Resources
- Rewards
- Making Sure Delegation Works
- Contract with other Leaders (e.g. project managers, middle managers, supervisors) (see contract on page 132)

© 2010 Rick Maurer. Rick uses his Change without Migraines™ to advise organizations on how to lead change effectively. He is author of many books including Beyond the Wall of Resistance. In 2009, he created the Change Management Open Source Project, a free resource for people interested in change in organizations. You can access the open source project as well as many free articles and tools from his web site: www.rickmaurer.com