



# REORGANIZATION

## *How to Go With the Flow*

You like your job the way it is. Why are they changing it? Reorganizing your department can mean anything from bringing in new technology, consolidating jobs and shuffling departments to merging with a new company.

### **Merger Stress**

Mergers are perhaps one of the biggest reorganizational challenges of all. Companies that merge usually started out as competitors. You thought of the other company as “them” and your company as “us.” Now you’re being asked to redefine your “us” to include “them.” This is not as simple as it sounds. The selection of new department heads and work areas sometimes brings surprise, fear and unhappiness. You fear the new system will need fewer employees to run it. You see former bosses get passed over for someone in the new company. Your feelings of job security are at an all-time low.

### **The Stress of Change**

Few people like change, especially a lot of it. Change is hard for you to accept if you didn’t initiate it, don’t understand it or don’t approve of it. But once management decides to make a change, rarely does balking help. Your best bet is probably to modify your attitude and accept change.

### **The Manager’s Role**

As a manager it’s your job to implement any change from top management with your employees. Find out as much as you can about why the change is being instituted and how other managers are handling it.

Figure out what role you’ll have in the change. Will you need to sell the idea to your employees? Will you need to provide technical assistance? Will you be the liaison between your employees and the various departments involved? Will you be given the task of developing an effective model for the change? By getting a clear picture of your specific task, you’ll be better able to assist in the change.

Help your staff deal with the fear of the unknown by keeping them abreast of the change. Understand their insecurities and hesitations. It’s your job to help them see how the change will affect them positively. If there’s no direct benefit to your staff, you may be able to focus on a broad goal toward which they’re working. Ask for their cooperation and give them positive feedback. If you continue to meet resistance, deal with each problem separately and directly. Try to answer all questions honestly.

After the change has been instituted, assess its success and look for ways to fine-tune it.

### **The Employee’s Role**

As part of the acceptance process, your role as an employee can be to acknowledge the need for change, help make the transition smooth and let the change work to your advantage. It’s a time to showcase your skills and adaptability.

Work with your boss to understand the change more clearly. If you have fears, ask questions. See how you can help expedite the change and show that you’re willing to invest the energy to make things go smoothly. Demonstrate that you are a team player.

### **Where to Get Answers**

If you’re not adjusting to the change in two or three months, seek help from your supervisor, personnel department or employee assistance program if you have one.

As an employee or supervisor, you have the opportunity to grow and change with your company. By accepting change and being a good team player, you can boost your future in the company.