

Dealing with Change Certificate Program

This online learning program was developed by the NYS & CSEA Partnership for Education and Training for CSEA-represented New York State employees. It has been designed for all employees who wish to develop strategies necessary to adapt and thrive in today's work environment. Participants will be required to successfully complete all seven of the following courses and achieve a passing grade of 70% or higher in each course. It is recommended that the courses be completed in the order they are displayed below.

Developing Character for Perseverance and Resilience

1 Hour

This course gives you the tools you need for developing an attitude that allows you to bounce back from setbacks and forge ahead. By showing you how to internalize setbacks and see the opportunity in challenges, this course helps you reach your goals using perseverance and resilience in the face of challenging circumstances.

Achieving Goals through Perseverance and Resilience

1 Hour

This course provides you with tools and techniques that you can use to manage obstacles and setbacks presented along your route to success. By showing you how to stay focused on your goal and proactively anticipate and plan for possible difficulties, this course helps you achieve your end goals using perseverance and resilience.

Bouncing Back with Perseverance and Resilience

1 Hour

This course shows you how to weather the storm of a setback and stay on track toward your goal. It explores the personal qualities that you need to nurture in order to maximize your ability to bounce back. It demonstrates how to keep setbacks in perspective and turn negative events into positive lessons. It also details ways to embrace lessons learned so that you won't repeat the same mistakes again. In addition, it explains how to go forward from a setback with renewed confidence.

Optimizing Your Work/Life Balance: Taking Control of Your Stress

1 Hour

This course will explain how the signs and symptoms of stress could be of physiological, behavioral, and psychological nature and where these stresses can come from. This course reviews strategies for coping with stress and avoiding burnout. The course also covers how you can positively change your responses to stress once you are able to recognize how you respond to stressful situations. Relaxation techniques such as breathing and meditation are also covered.

Understanding Organizational Change

1 Hour

This course provides a basic understanding of what is meant by organizational change and typical events that can trigger organizational change. It also outlines the three specific types of organizational change. Finally, the course details common reactions to organizational change, and the stages you can expect to go through when dealing with organizational change.

Preparing for Organizational Change**1 Hour**

This course covers essential skills for handling organizational change, including a willingness to take risks, having openness to the unknown, and being able to manage yourself through change. Finally, this course details the importance and best practices of building self-motivation, which is key to being prepared for organizational change.

Embracing Organizational Change**1 Hour**

This course covers best practices to help you accept a new reality when things change, including the acknowledgment of the changes and coming to terms with your new reality. This course also introduces the idea of reframing as a coping method for accepting organizational change. Finally, this course covers the importance of recognizing and capitalizing on the career opportunities presented by organizational change, including the importance of a career plan.