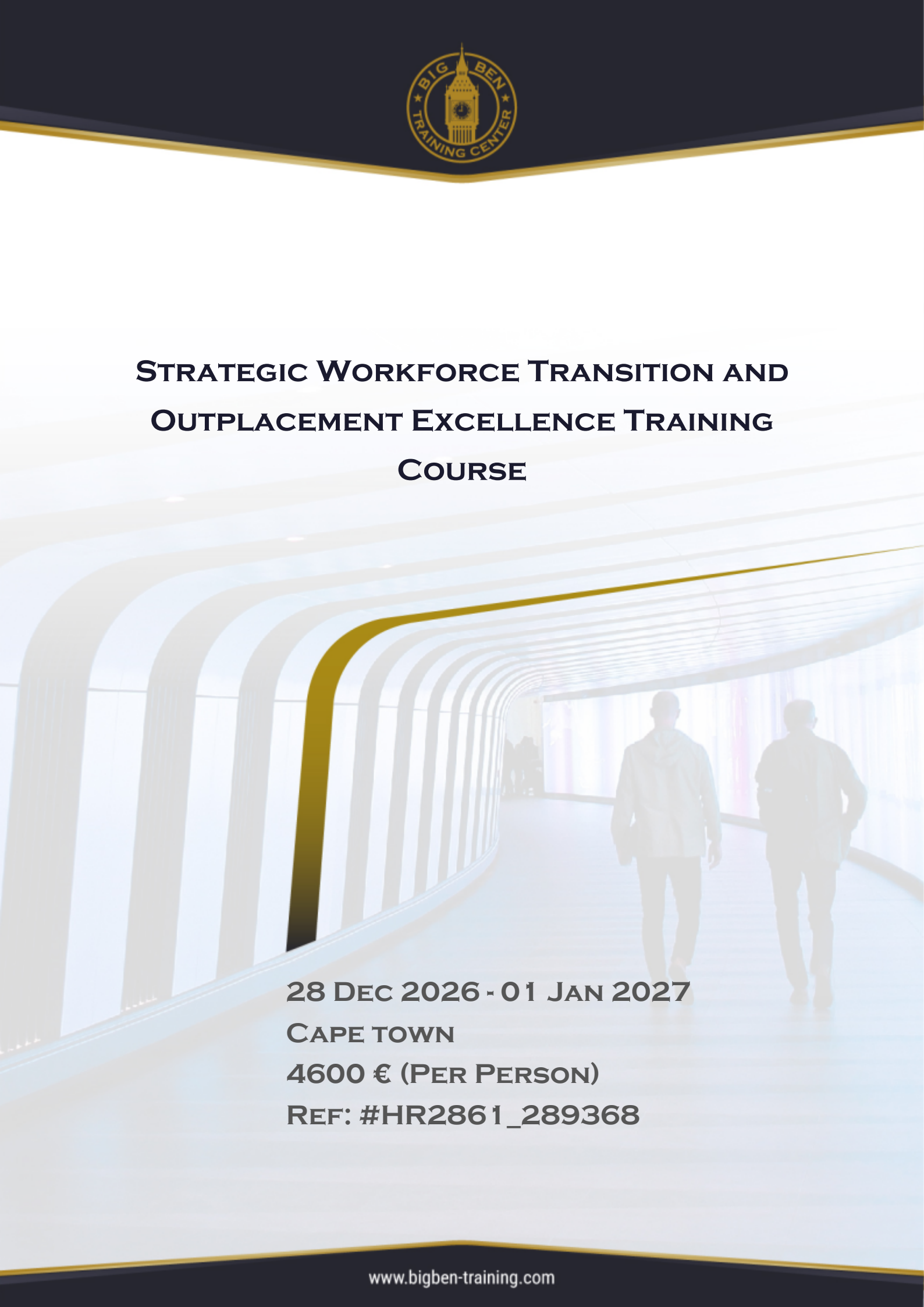
Strategic Workforce Transition and Outplacement Excellence Training Course



28 Dec 2026 - 01 Jan 2027

Cape town

4600 € (Per Person)

Ref: #HR2861_289368

Course Introduction / Overview:

In today's dynamic and often volatile business environment, organizational restructuring, downsizing, and workforce transitions are inevitable realities. The manner in which these changes are managed speaks volumes about an organization's values and has a profound impact on its long-term success, employer branding, and the morale of its entire workforce. This course moves beyond the procedural aspects of employee separation to embrace a strategic and humane approach to outplacement and workforce transition. Drawing on principles from thought leaders like William Bridges, whose work in "Managing Transitions: Making the Most of Change" highlights the psychological process people go through during change, this program equips participants with the tools for compassionate offboarding. BIG BEN Training Center has designed this training to provide a comprehensive framework for planning and executing transitions that not only support departing employees in their career transition but also engage and motivate the remaining workforce. Participants will learn to navigate the complex legal, ethical, and emotional landscapes of workforce change, transforming a challenging process into an opportunity to reinforce corporate values and build a resilient organizational culture.

Target Audience / This training course is suitable for:

- Human Resources Directors and Managers.
- Talent Management and Organizational Development Specialists.
- Senior Executives and Business Leaders.
- Line Managers and Department Heads.
- Change Management Professionals.
- Employee Relations Specialists.
- Corporate Legal and Compliance Officers.

Target Sectors and Industries:

- Technology and Telecommunications.
- Banking, Finance, and Insurance.
- Healthcare and Pharmaceuticals.
- Manufacturing and Engineering.
- Retail and Consumer Goods.
- Consulting and Professional Services.
- Governmental agencies and public sector organizations.

Target Organizations Departments:

- Human Resources Department.
- Executive and Senior Management.
- Legal and Compliance Department.
- Internal Communications Department.
- Operations and Departmental Management.
- Organizational Development.

Course Offerings:

By the end of this course, the participants will have able to:

- Develop a strategic workforce transition plan aligned with business objectives.
- Design and implement comprehensive and effective outplacement support programs.
- Master communication strategies to manage employee morale and uncertainty.
- Navigate the legal and ethical considerations of employee separation and downsizing.
- Support remaining employees effectively to mitigate survivor syndrome and maintain productivity.
- Leverage workforce transitions as an opportunity to strengthen employer branding.
- Measure the success and ROI of outplacement and transition initiatives.
- Facilitate career coaching and development for both departing and remaining staff.

Course Methodology:

The training methodology at BIG BEN Training Center is designed to be immersive, practical, and highly interactive, ensuring that participants can translate theoretical knowledge into real-world capabilities. This course utilizes a blended learning approach that combines expert-led presentations with hands-on, experiential activities. A cornerstone of the program is the extensive use of case studies, analyzing real-world examples of successful and unsuccessful workforce transitions from various industries. Participants will engage in group discussions and syndicate work to dissect these cases and formulate alternative strategies. Role-playing exercises, such as conducting sensitive notification meetings and managing team communications, will provide a safe environment to practice and refine critical skills. The course also includes practical workshops on developing communication plans and designing outplacement service packages. Continuous feedback from the facilitator and peers is integrated throughout the sessions to foster growth and confidence. This active learning environment ensures participants leave with actionable strategies and a deep understanding of managing workforce transitions with empathy and strategic foresight.

Course Agenda (Course Units):

Unit One: Foundations of Strategic Workforce Transition

- The Strategic Importance of Outplacement and Transition Management.
- The Psychological Impact of Job Loss and Organizational Change.
- Legal Frameworks and Compliance in Employee Separation.
- Ethical Considerations and Corporate Social Responsibility.
- Understanding the Business Case for Compassionate Offboarding.
- Key Differences Between Outplacement, Redeployment, and Offboarding.
- Historical Evolution and Modern Trends in Workforce Transition.

Unit Two: Planning and Strategy Development

- Conducting a Workforce Analysis and Identifying At-Risk Roles.
- Developing a Comprehensive Workforce Transition Strategy.
- Creating a Detailed Project Plan and Timeline.
- Budgeting for Outplacement Services and Transition Costs.
- Stakeholder Analysis and Management.
- Developing a Proactive and Transparent Communication Plan.
- Integrating Transition Planning with Long-Term Talent Management.

Unit Three: Supporting Departing Employees

- Designing Effective Outplacement Service Packages.
- Career Coaching and Counseling Techniques.
- Practical Workshops: Resume Writing and LinkedIn Profile Optimization.
- Interview Skills Training and Mock Interview Sessions.
- Networking Strategies and Job Search Techniques.
- Financial Planning and Benefits Continuation Guidance.
- Addressing the Unique Needs of Different Employee Groups.

Unit Four: Managing the Remaining Workforce and Organizational Culture

- Understanding and Mitigating Survivor Syndrome.
- Communicating the New Vision and Organizational Structure.
- Rebuilding Trust and Re-engaging Remaining Employees.
- Leading Teams Through Change and Uncertainty.
- Strategies for Maintaining Productivity and Morale.
- Identifying and Developing High-Potential Talent Post-Restructuring.
- Fostering a Culture of Resilience and Adaptability.

Unit Five: Advanced Topics and Measuring Success

- Leveraging Technology and Digital Outplacement Solutions.
- Internal Mobility and Redeployment as an Alternative to Layoffs.
- Managing Employer Brand and Public Relations During a Transition.
- Measuring the ROI and Key Performance Indicators (KPIs) of Transition Programs.
- Post-Transition Analysis and Continuous Improvement.
- Case Study: A Comprehensive Review of a Major Corporate Restructuring.
- Future-Proofing the Workforce: The Role of Continuous Reskilling.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:

In an era of rapid technological disruption, how can organizations ethically balance the need for workforce agility with their long-term commitment to employee well-being?

What unique qualities does this course offer compared to other courses?

This training course distinguishes itself by adopting a holistic, 360-degree perspective on workforce transitions, a feature often overlooked in programs that focus solely on the logistics of employee separation. Its primary unique quality is the dual focus on providing robust support for departing employees while simultaneously addressing the critical needs of the remaining workforce—the "survivors" who are key to the organization's future success. We delve deep into the psychological aspects of change, exploring concepts like survivor syndrome and providing concrete strategies for rebuilding trust, morale, and productivity. Furthermore, the course positions outplacement not as a reactive measure but as a strategic tool for enhancing employer branding and reinforcing corporate values, even during difficult times. Rather than just presenting a checklist of services, we emphasize the development of a strategic and empathetic mindset. The curriculum is built around real-world case studies and interactive role-playing, ensuring that participants learn not just the "what" but the "how" of managing these sensitive processes with professionalism, compassion, and strategic foresight.