EMPOWER Your AI Implementation: From Change Management Theory to Reality

LEADERSHIP THROUGH DATA

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Six Thinking Hats

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Increase your influence by Public Speaking

Planning	Preparation	Practice	Personal	Performance	
KISS Rule Mind Maps Whiteboard	Storytelling Start and End Takeaway message	Rehearsing Tone, Clarity, Recor, Pace Be yourself	Energy Clothing Getting into the Zone Vocal cords Nervous	Confidence Energy Self Belief Be Bold and Brave	Be Authentic Share weakness Enthusiasm Have fun

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ENGAGEMENT

Create your change brand

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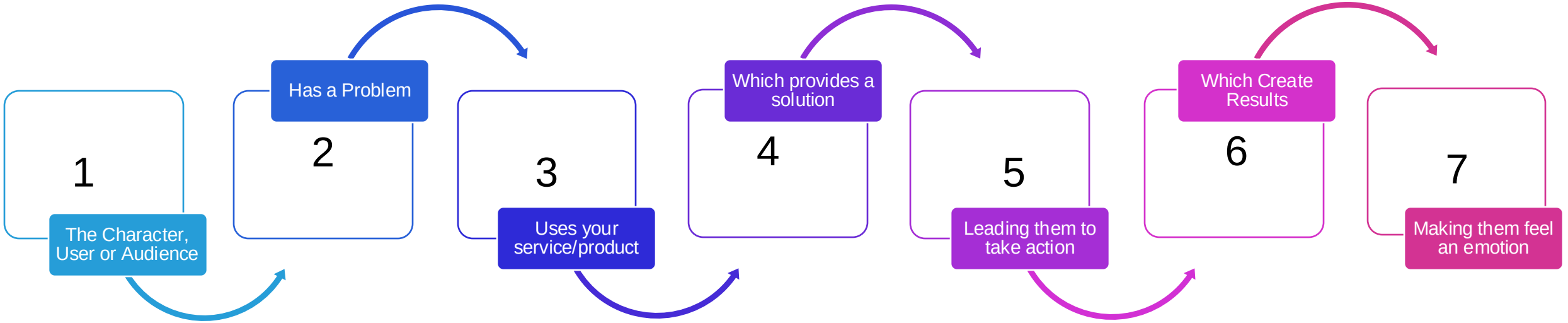
Creating an Information Brand



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Character	Recruitment Manager
Problem	Recruitment files are disorganised, not integrated with the recruitment system
Service	Collaboration platform that can link to recruitment system
Solution	Recruitment manager only needs to work in their organisation system
Action	They move recruitment files to collaboration platform that surfaces content in the recruitment system
Results	All information about recruitment processes can be found in the one place
Emotion	Relief and happiness

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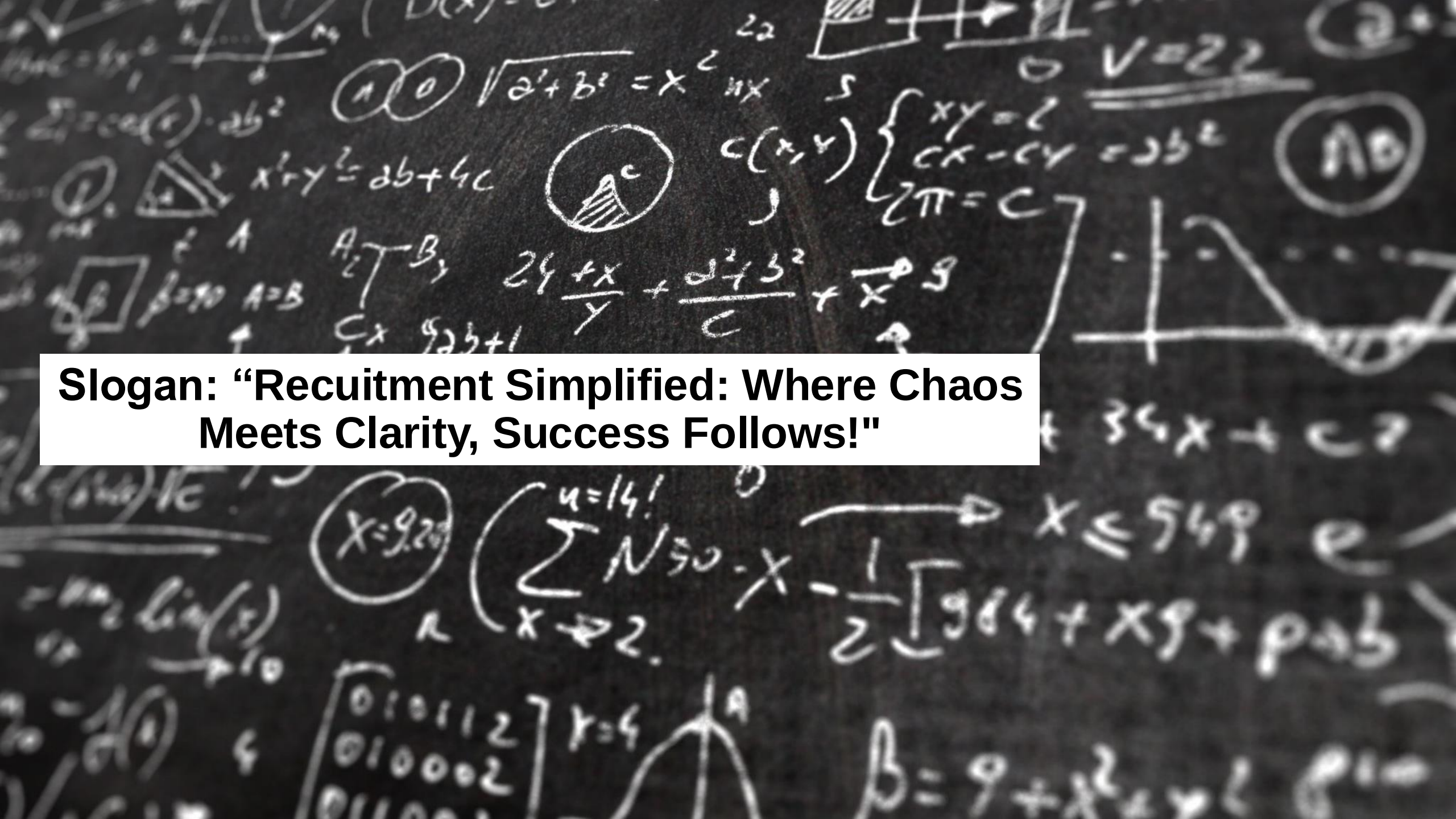

Slogan: “Recuitment Simplified: Where Chaos Meets Clarity, Success Follows!"

EMPOWER

ENGAGEMENT PROCESS OVERSIGHT WORKFORCE EXCELLENCE RESOURCES

MANAGEMENT

Change Management

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Change management is a set of guidelines to help the people in your organisation when implementing significant change

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Make it urgent

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Build a team

Create a Vision

Have a plan

PLAN
MAX
PROGRESS
MANAGEMENT
OPTIONS
NEXT
idea
START
PROGRESS
MAX
OPTIONS
NEXT
up
down
iDEA!!!

Get everyone excited and involved

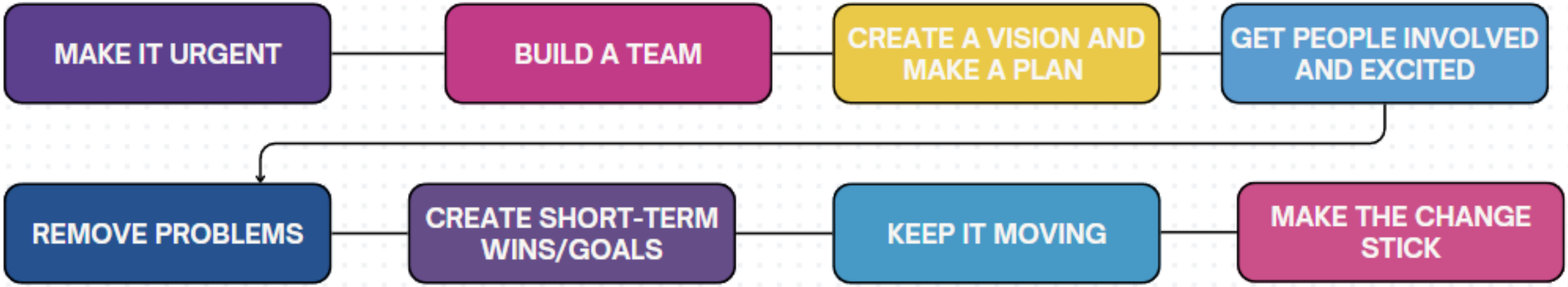
Remove any problems

Create short term wins/goals and celebrate

Keep it moving

Make the change stick

Process for creating major change



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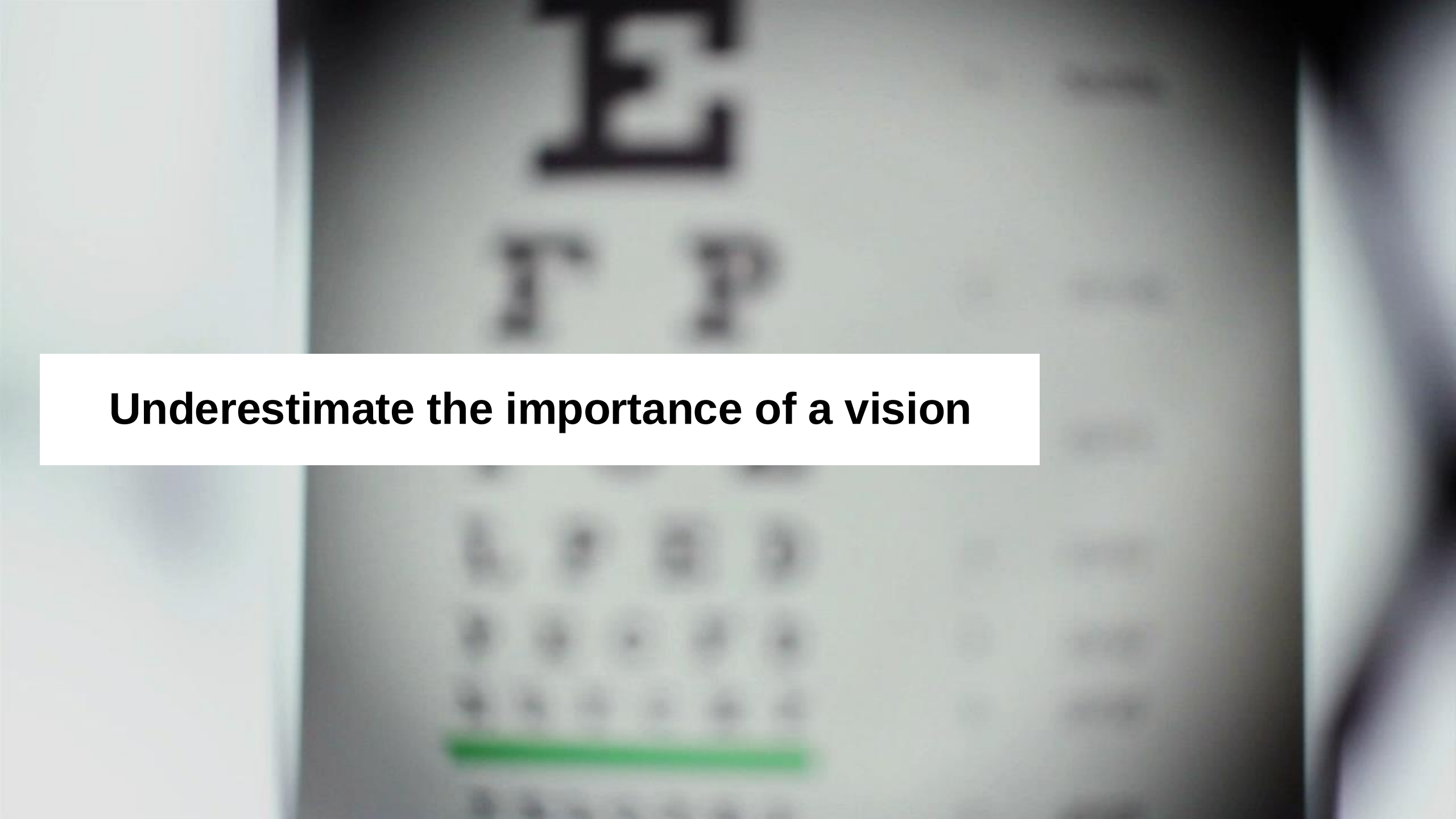
What are the common mistakes of change management?

Being too Complacent

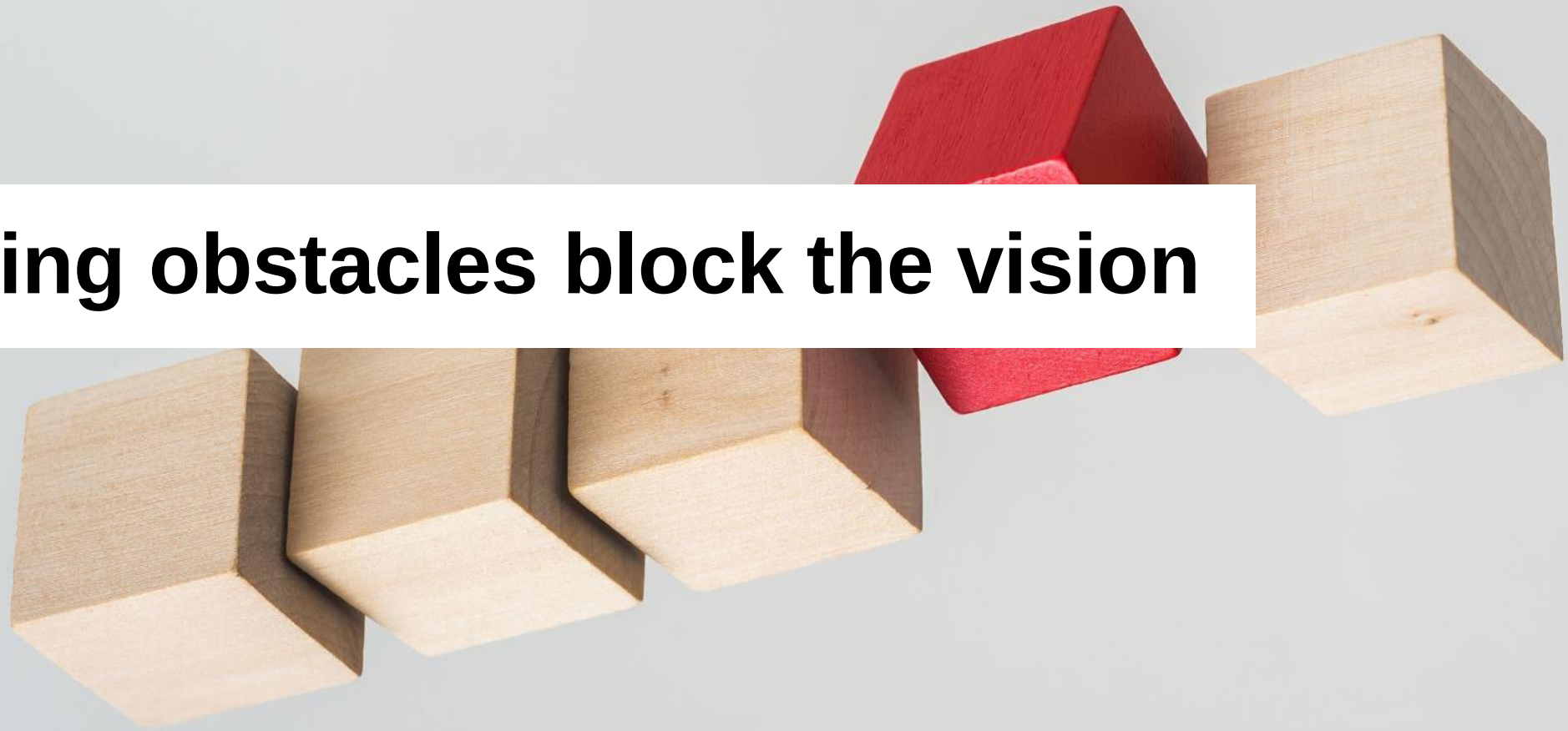
Not building a team



Underestimate the importance of a vision

Not communicating the vision

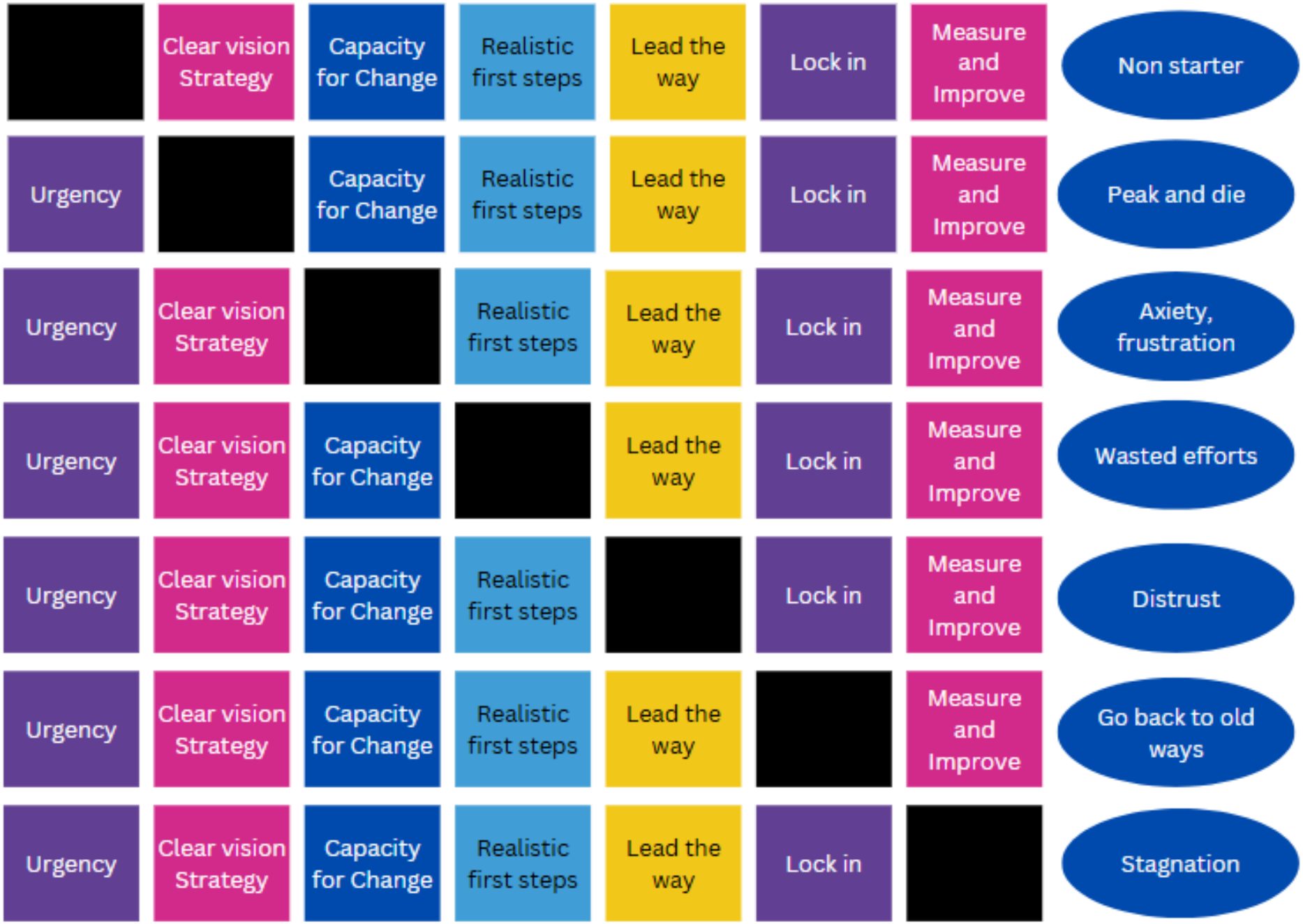
Letting obstacles block the vision



Not achieving short term wins/goals

Declaring victory to early

Change isn’t embedded into culture



Adapted from
Robbins et al. (2001). Organisational behaviour: Leading and managing in Australia and
New Zealand. (3rd ed., p. 719). Frenchs Forest, Australia: Pearson Education Australia.

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MANAGEMENT

Leadership & Management in Change

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Leadership & Management

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Understanding the Difference

The Leader's Role

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Vision, Inspire creativity

Bring the story to life

Motivate the cast and crew

Believe in the success

The Manager

Organise rehearsals

make sure the right props are in place

Make sure the show runs smoothly every

Leadership vs Management

Aspect	Leadership	Management
Focus	People and vision	Tasks and processes
Approach	Flexible and inspirational	Structured and methodical
Goals	Growth and innovation	Efficiency and consistency

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Leader =
Produces
change to a
dramatic degree
BOND 25
007
TM

Potential to produce extremely useful change

Production Manager - Degree of predictability and Order

Potential to maintain stability

Leadership vs Management

Aspect	Leadership	Management
Main role	Inspiring and motivating the team to reach their full potential	Developing strategies and keeping everything on track
What they do	Setting a vision, creating a sense of purpose, guiding the team towards the vision	Setting clear goals, allocating resources, creating timelines
Area of focus	People, relationships, innovation, creativity, and collaboration	Tasks, processes, and efficiency
Change Management Role	Produces change, often to a dramatic degree, and has the potential to produce extremely useful change	Produces a degree of predictability and order, and has the potential to maintain stability

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MANAGEMENT

Project Management

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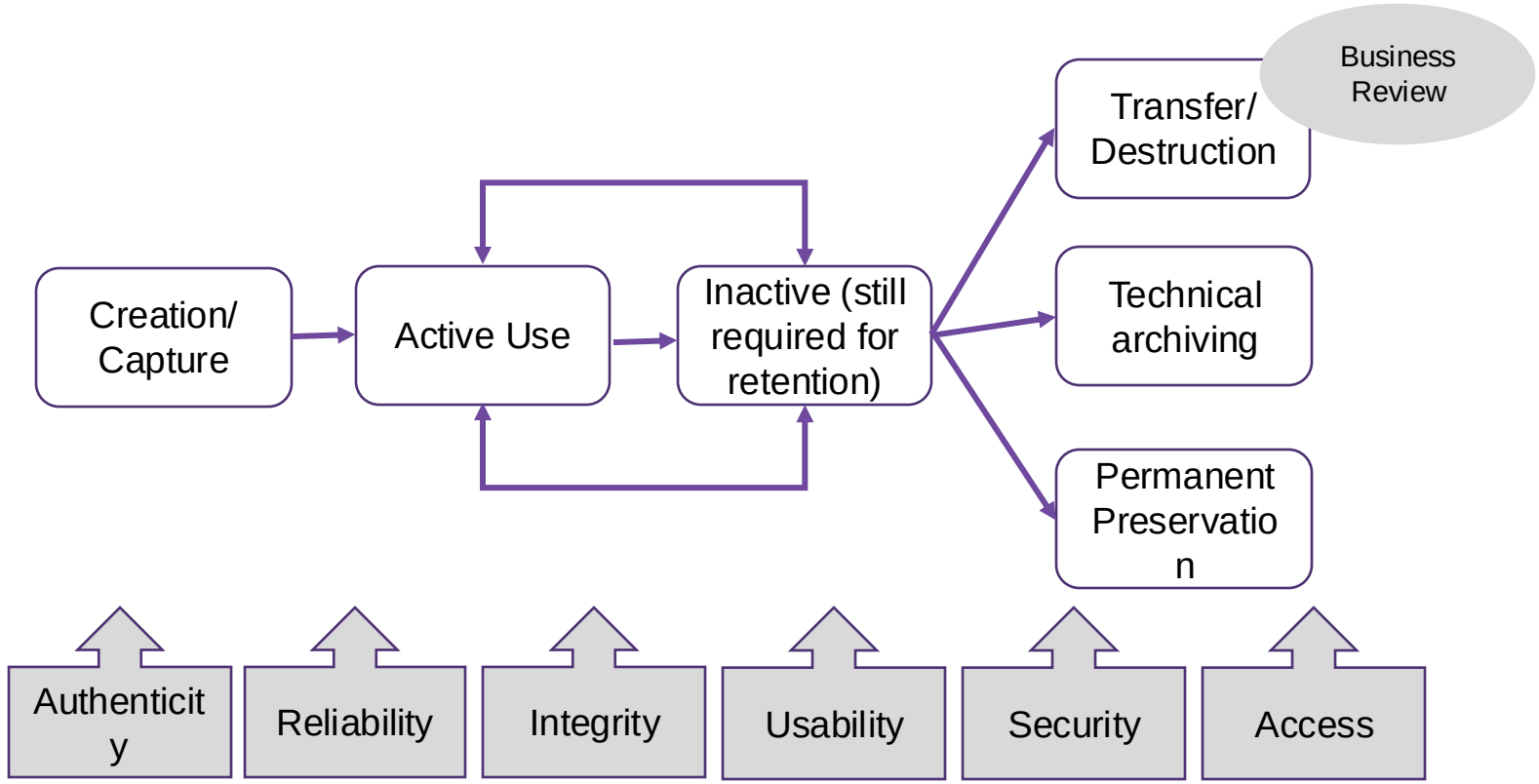
P
PROCESS

Use information management as the change driver

Data minimisation or lifecycle in place



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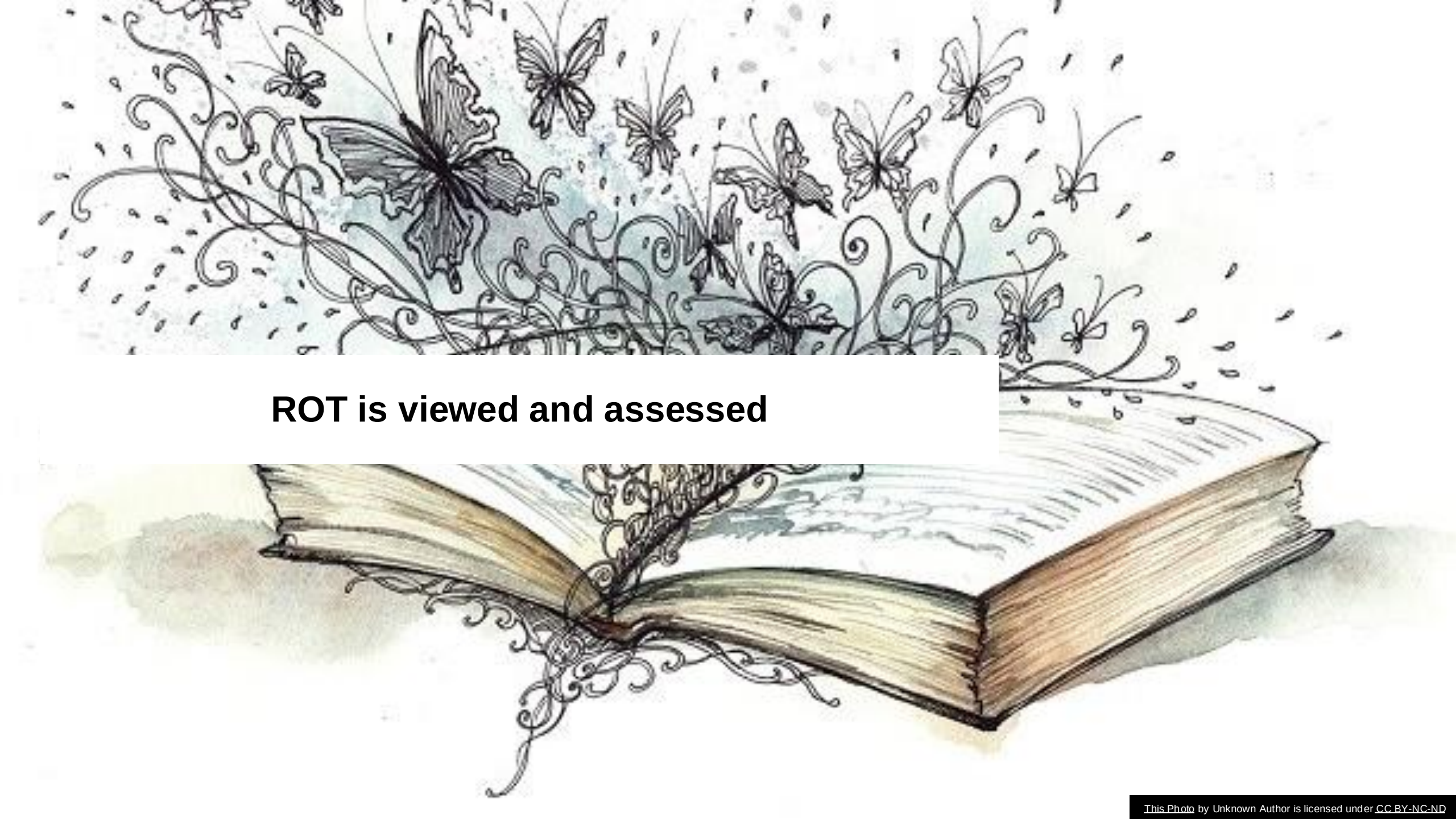
Retention and disposable is in place

AI gives you good information not rubbish

Senstivity labels in place



ROT is viewed and assessed

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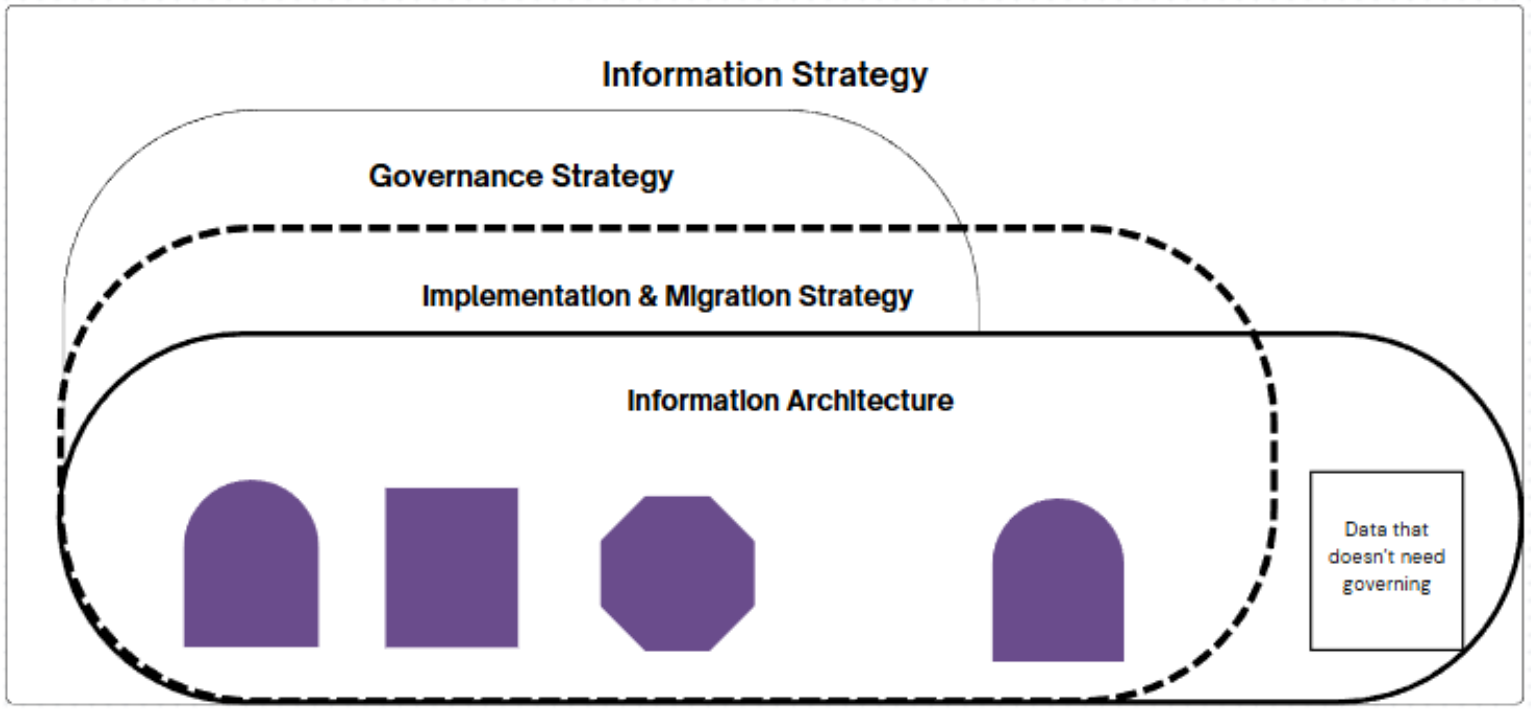
Making sure your IA is sound



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Search doesn’t have the same speed– the risk increases.

AI is search on steroids

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PROCESS

Assess the risk at turning on AI

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Information Management Risk

Ref No	Information Asset Name	Information Asset owner	Date of assessment	Threat considered	Existing controls to counter the threat	Likelihood of threat score (1 - 5)	Potential Impact(s)	Existing controls to reduce the impact	Impact core (1-5)	Risk score likelihood x impact)	Actions planned to reduce risk	Residual risk	Date of the next ssessment

	Likelihood				
Impact	Rare 1	Unlikely 2	Possible 3	Likely 4	Certainty 5
Negligible-1	1	2	3	4	5
Minor-2	2	4	6	8	10
Moderate-3	3	6	9	12	15
Major-4	4	8	12	16	20
Catastrophic-5	5	10	15	20	25

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EMPOWER
ENGAGEMENT
MANAGEMENT
PROCESS
WORKFORCE
EXCELLENCE
RESOURCES

OVERSIGHT

Reporting

Audits

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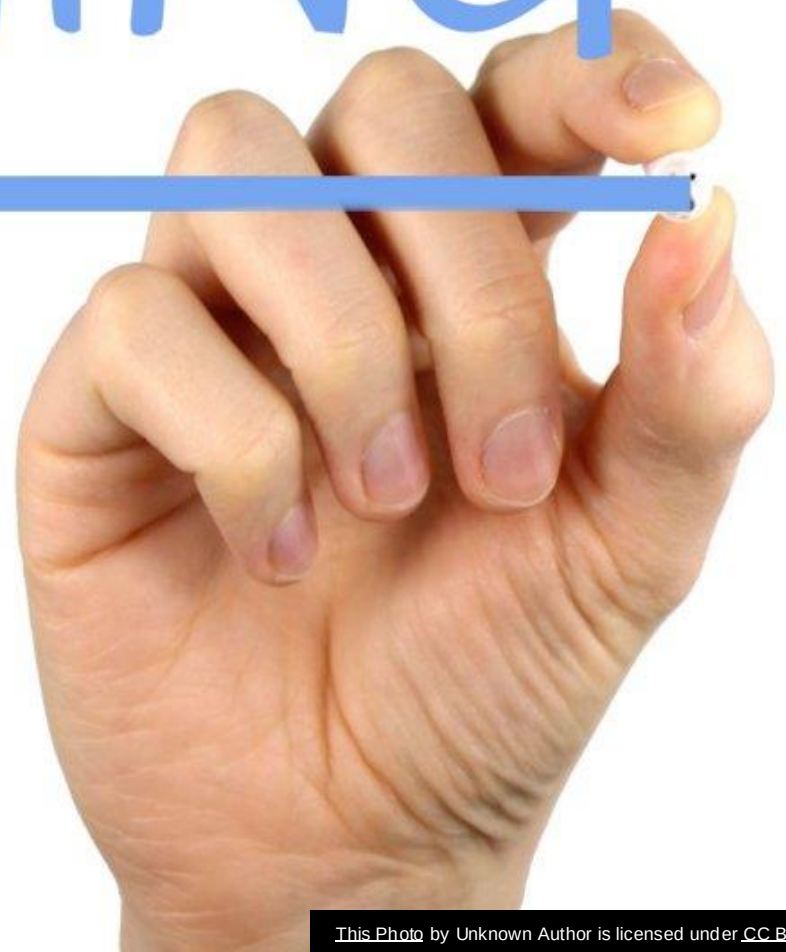
TRAINING



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Skills and Will Matrix

High Will Low Skill No Competency but committed	High Will High Skill Very Competency and very committed
Low Will Low Skill Low competency and discouraged	Low Will High Skill Competency but discouraged

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Example

Role	High skill, high will	High skill, low will	Low skill, high will	Low skill, low will
Information Leader	Excels in strategic planning and team leadership. Motivated to drive innovation and efficiency.	Highly skilled in information management but lacks motivation due to burnout or lack of challenge.	Eager to learn and improve but needs training in advanced information management techniques.	Struggles with both skills and motivation. Needs significant support and guidance.

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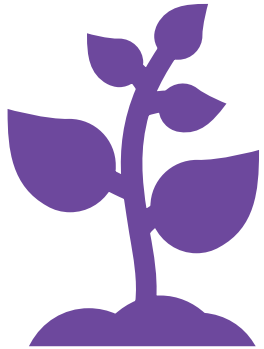

Your profile

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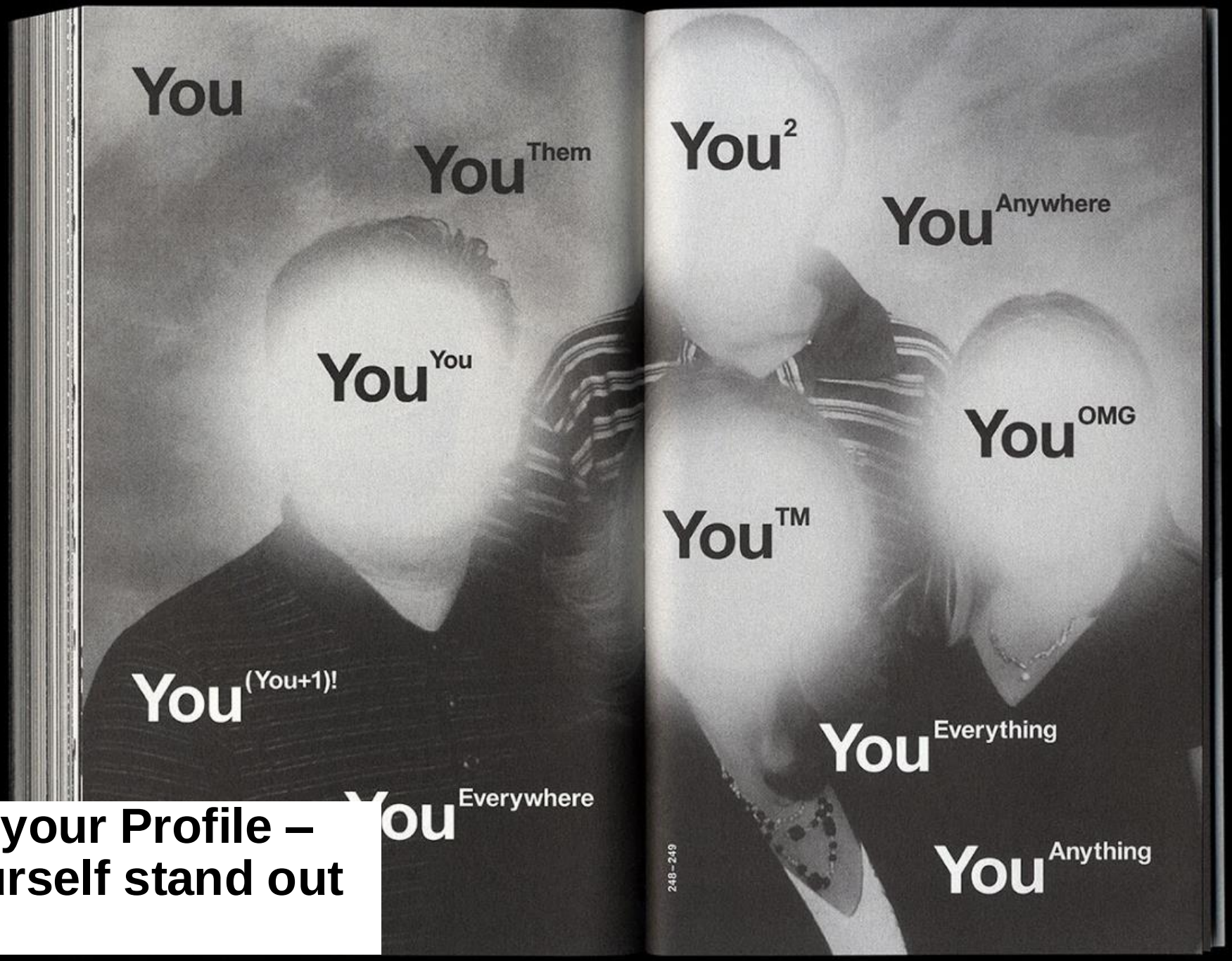
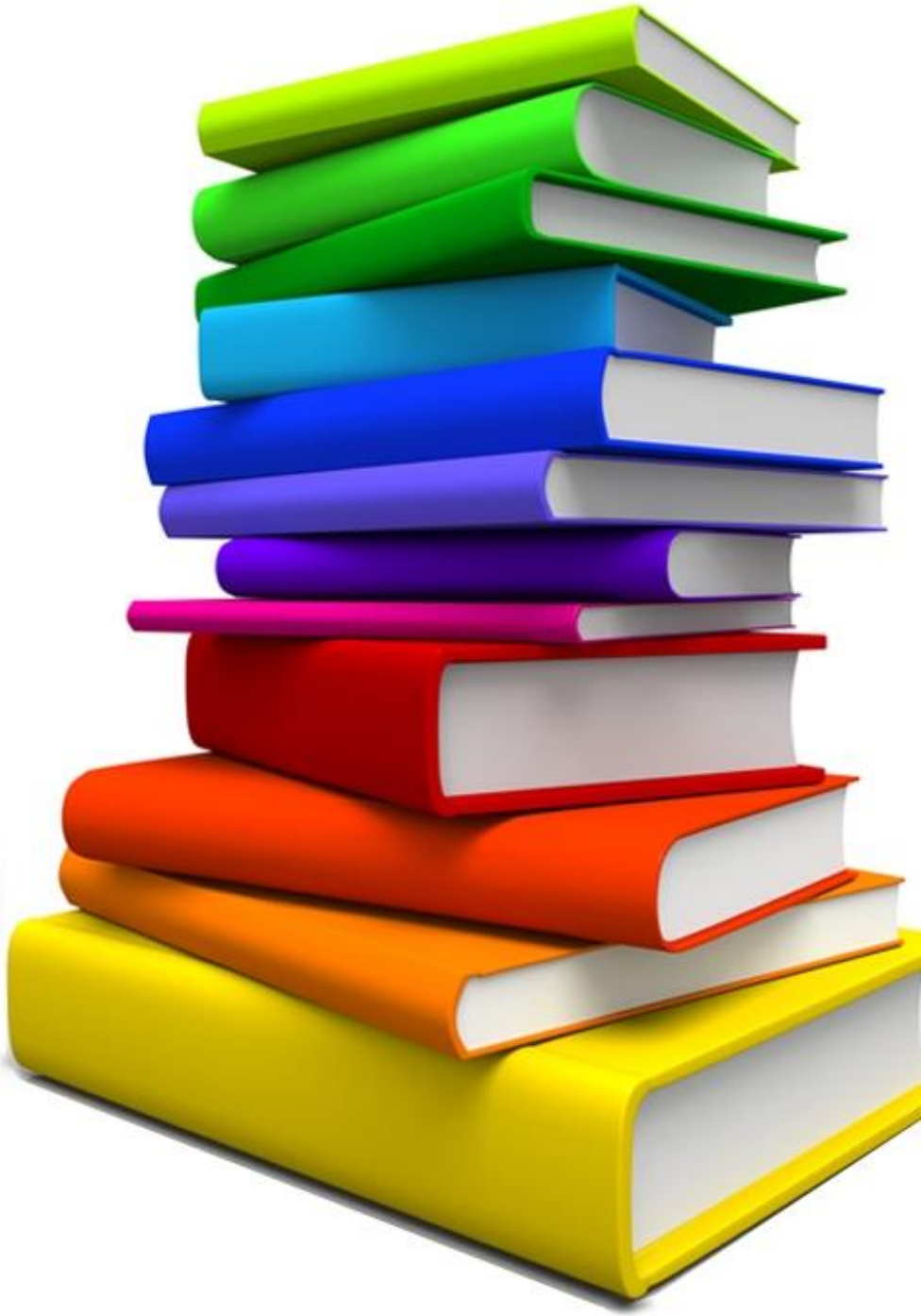


You are your Profile –
make yourself stand out

Networking

Pitch yourself

Who you are, what you do and what you want to achieve



Blogs, social media and journals

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Case Study

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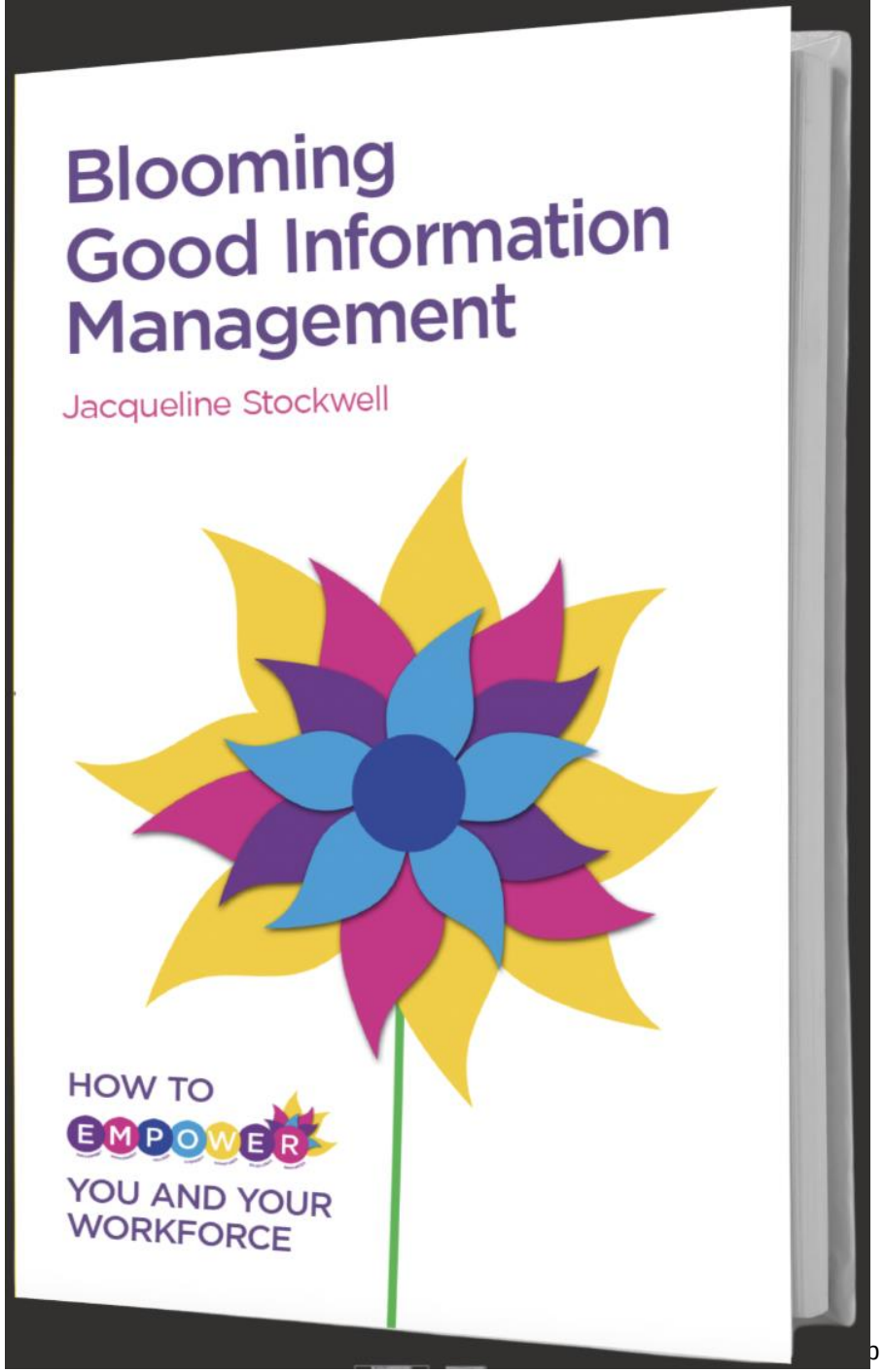
Pre – release copy



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Scan for the Empower scorecard

[The Leadership Through Data EMPOWER Scorecard]

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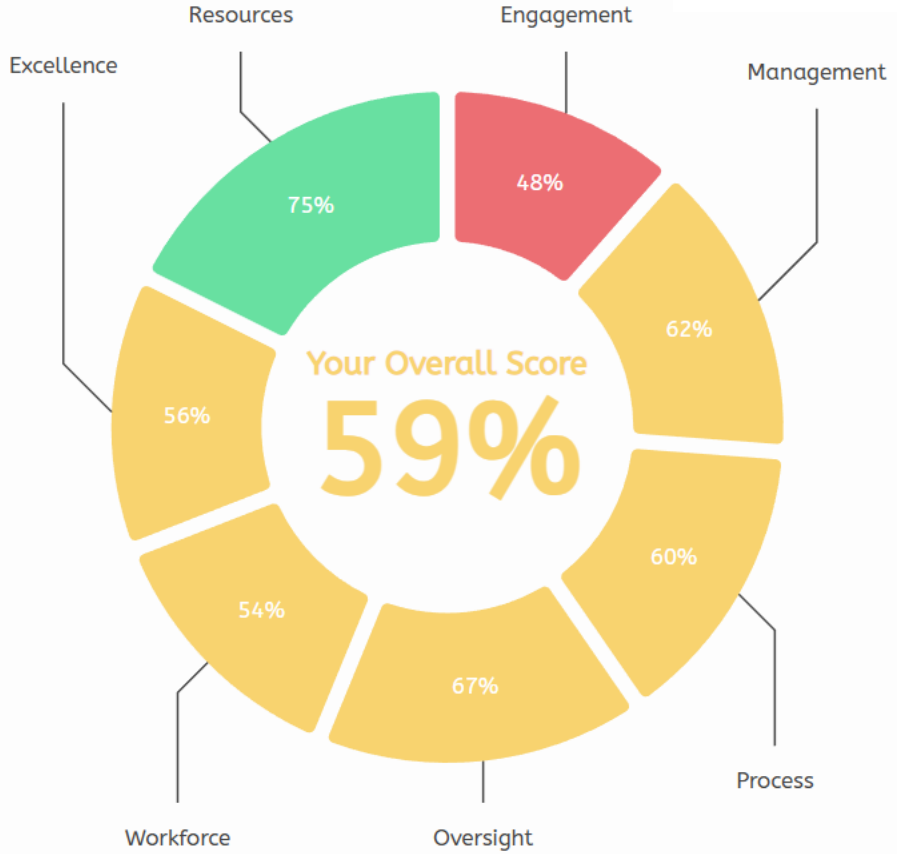
Let's see how you've scored...

It looks like you're doing ok Jacqueline Janice Michelle, but there are some areas for improvement.

In the section below we've expanded on each of the 7 categories that made up this assessment so you can gain valuable insights that are fit for where you are right now.

Take a look through each and consider ways you can improve your knowledge in each of these areas so that you can work towards becoming an empowered information manager.

Needs some help Doing OK Looking good!



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Engagement

Communication and negotiation training, public speaking, storytelling techniques, and personality types to enhance soft skills.

Management

Leadership and management skill sets, creative problem-solving, and change management.

Process

Compliance training, information management strategies, and business classification schemes.

Oversight

Business cases, reporting mechanisms, and risk and value frameworks.

Workforce

Growth mindset, high-performing teams, time management, and professional development.

Excellence

Personal belief systems, international standards, growing your own profile and gratitude and growth.

Resources

High-quality resources and training courses to enhance processes and improve efficiency.

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VIRTUAL TRAINING WORKSHOPS

Hands-on learning from industry experts to master Microsoft 365, governance, AI, and more. Gain practical skills and stay ahead in the evolving world of information management.

SCAN ME!

EXPERT-LED TRAINING

Take away message

Change management is a set of guidelines to help the people in your organisation when implementing significant change

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Closing

Any Questions?

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