

How to Thrive through Transition

Your step by step guide to successfully navigating change in your business and personal life.



How to **Thrive through Transition**

By
Annie Page

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Preface

There is nothing permanent except change.

Heraclitus

I've always been interested in how I deal with change - over the years I've had many changes to my business and my life and always felt that although some were tough at the time they always seemed to work out for the best.

I think my enjoyment of change started early in life, I loved going to different places, meeting new people, having new experiences. Routine bored me, which had its downsides as much of life growing up has some routine to it!

And so grown up and working I found myself over a period of 13 years being made redundant 4 times and each time I moved onto a job that either paid more, had more fulfilment or more opportunities.

Being made redundant gave me the space to re-evaluate what I was doing and what I wanted to do and going out to find it.

I decided in 2004 that I wanted to set up my own business and in October that year set up my first business which was a virtual PA service. I quickly realised that what I was able to offer was quality training to companies for their in house PA's and Administrators in leadership, communication and management skills.

This meant that I changed the perspective of the business and transitioned into a coach and trainer (NLP Trainer and Master Practitioner and a NLP Coaching Master). After a few good years of building my training and coaching business working mostly within the public sector, 2008 hit and with it the recession.

Overnight I lost about 75% of my business, all those in the public sector stopped any training and coaching spend – just when they need it the most! Over the next few years I tried a few different things with the business, some that worked in the short term, some I now realise were ahead of their time, some that didn't work at all and some that took a long time to realise their potential. The Company motto at the time was 'Develop the Potential within' and this is as true of me and my company as it is in the work that I do with others and I went back to basics with my own company.

I took a step back and decided if I could do anything what would it be... helping businesses grow and develop in a sustainable way was high on my list and this gave me the focus I needed to rebuild my business.

What I also realised at this time was that the company had transitioned successfully through many different changes and I wanted to understand how I had done that in order to be able to

pass on my knowledge to other companies in the same position that I was in.

As well as business I have always had a passion for sport and I looked at people who had transitioned from successful sporting careers to successful 'next' careers. There are lots of examples of those who have not done so well but I wanted to model excellence and see if we had the same mindset in common, so that I had more than just my experience to work with.

So in 2013 I undertook research and interviews with people who had successfully transitioned from a sports career to their next career to understand their mindset, how they viewed change and how they managed their transition from one career to another.

The results were amazing in that these people with very different backgrounds did have in common a mindset that enjoyed the challenge of change although they did not always find it easy.

This extra information enabled me to further develop my model Point of Transition. The new model encompassed it and gave it more substance to become **Thrive through Transition**.

So here is the model to use whether for you, your business or just to have a different view of change and how you can **Thrive through Transition**.

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How to use this book

This is a book that wants you to be interactive.

Some of you may remember the Fighting Fantasy game books in the 1980s which was a series of books where you are the hero and have to fight various warlocks, trolls, witches etc to find out where you go next in the book to continue your adventure. Now I'm not going to ask you to fight them, but I am going to challenge your thinking and ask you to not worry about where you are going, just to enjoy the adventure before you - the chapters will take you on your journey. So do make sure you have paper and pencil ready (although no dice will be needed - this isn't about chance - it's about change!)

Is this just for me as an individual or can I use it with my team ?

The great thing about this model is that it can be used in multiple ways. If you are an individual you can go through each section on your own. I would do a section at a time, give it 24 hours and then review what you did before you go onto the next part - that way any shifts in your thinking will be covered. You don't have to and can work straight through it if you want to. The section at the end will give you some time to review and reflect.

If you have a team within a business or your team is the business then you can work through it together and it can be done in one go. Do note that good facilitation will mean that everyone's voice is heard and there are no rights or wrongs, just opinions. I have used this model with teams and at the end of the book there is a case study when I used it with a Sports National Governing Body - they key is getting everyone involved so that everyone is responsible for the delivery and outcome of the change and how well you **Thrive through Transition.**

Introduction to the Model

Thrive through Transition is about going beyond our self imposed limitations and enjoying all that we are capable of. I work with people in Business and Sport to help them develop their own mental strategies and competitive mindsets to achieve this.

From my research I was able to gain an understanding of the thinking patterns that created successful change and achieved goals. It is an innovative and creative way to increase your ability to understand and enhance your thinking and delivery of change through Change Orientated Leadership.



Where are we starting from?

Before you start off on making any change you need to be really sure where your starting point actually is and how you got there This is not where you'd like to be starting from or where you hoped you'd be starting from, but actually where are you now!

When we are looking to move our business on and grow it, we need to be very realistic as to what we are currently doing. From here we can then decide what changes need to be looked at and carried out in order for us to deliver the transition that we want in the business.

So before we start looking at how to transition let's take a minute and write down the following...

What are the 3 things you are most happy about achieving in the business in the last year?

What are the 3 things you would do differently, knowing what you know now, if they happened again?

What 3 things were important to you last year but as time has moved on they are not so important to you now and are actually draining your energy and focus? (Write these down and then spend no more time thinking about them!)

What is working well for you at the moment?

The answer to these questions will help shape your reality of where you are.



In order to know which direction you are going to take we now need to jump ahead to the future that you want and take a peek at the outcome when you have successfully transitioned through the changes.

Defining your Outcome

It's all very well and good saying that you want to change an aspect of your business but unless you clearly define what you want to achieve by making the transition then it's a bit like setting sail without knowing which way is your new land!

First of all think about what you want to achieve by making this transition. You might find yourself actually thinking about all the things you 'don't' want to happen and that's fine, write them down and get them out of your system. You can then write down what it is you 'do' want.

At this point we are not looking at *how* we are going to achieve this - that comes later, remember firstly we need to know where we are taking our business!

Once you've defined what you want , then take a moment to think about what it will be like when you have achieved this outcome, what can you see happening, what can you hear yourself saying or others around you, and how you feel. This outcome needs to be positive and in your control. Write or draw these thoughts down as well

This is making our outcome sensory specific. When we do that we are helping our brain understand what it is we want to achieve and it will then start to work towards that.

Once you have all this written down, recheck it, is there anything missing that you want to add in, is this still the outcome you want? You'd be surprised how many times we think we 'should' have a specific outcome, only when we look at it in detail we realise it isn't what we actually 'want'. We want an outcome we desire!