



**RUTGERS**  
THE STATE UNIVERSITY  
OF NEW JERSEY

University Finance and Administration  
Project Management Office

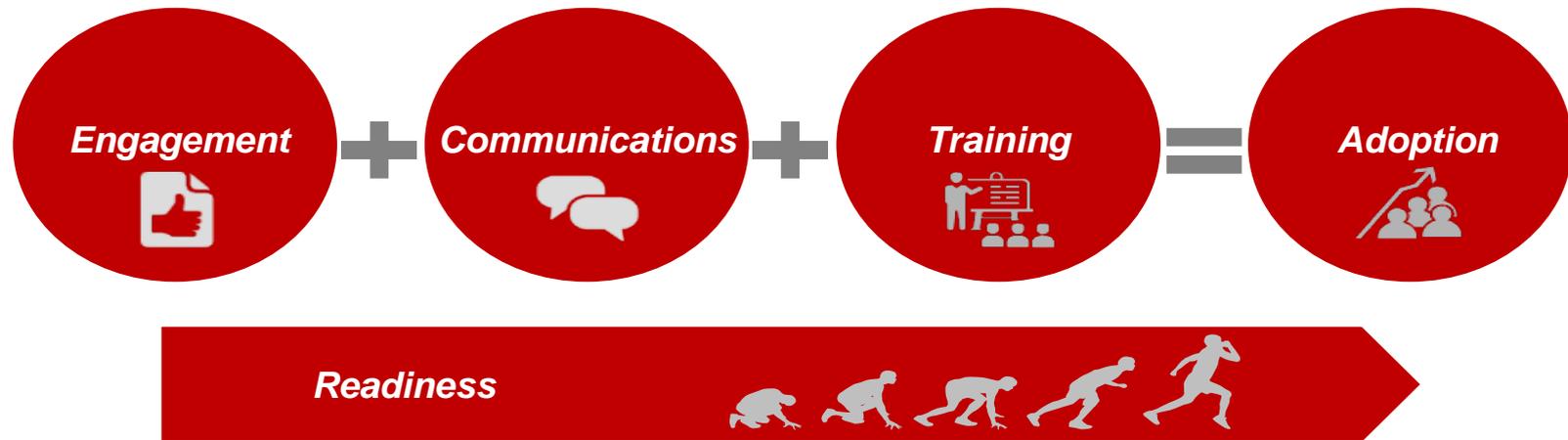
Change Management Office Overview

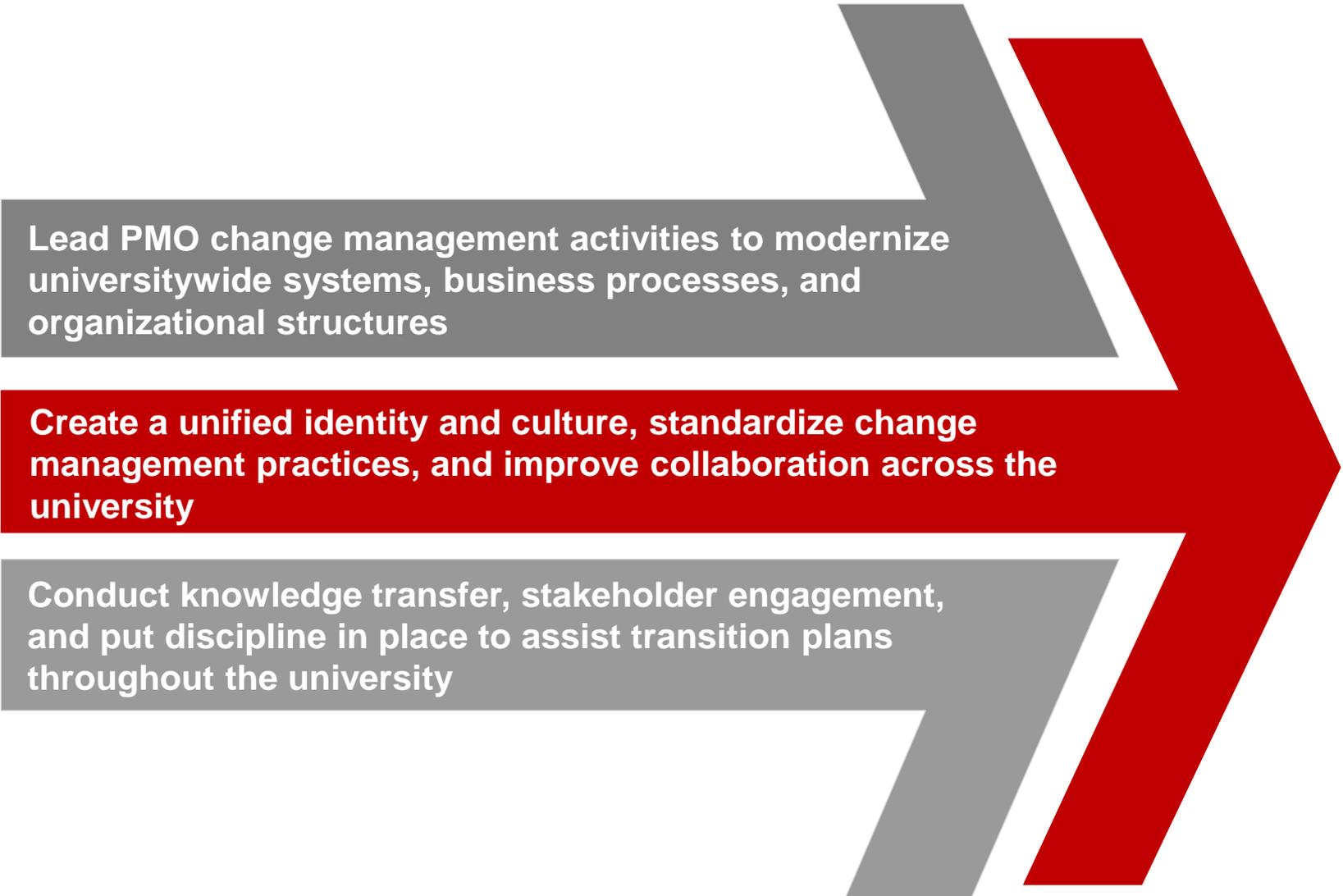
- Adopting a plan to manage change at all levels of an organization empowers people to handle the human side of change to drive organizational success during a period of transformation.
- The University Finance and Administration Change Management Office was established to help the Rutgers community understand and adopt changes to processes and systems across the university.
- Our goal is to do **change with you** and not to you



***“The Only Constant In  
Life Is Change.”***  
*Heraclitus*

- Support senior leaders and their teams to lead and manage the people side of organizational change
- Provide guidance, mentoring, coaching and knowledge transfer to Rutgers employees at all levels to develop a culture that embraces change
- Facilitate change management activities to enable successful implementation of UFA PMO projects
- Advocate employee **engagement** that prepares people through **communications** and **training** to **adopt** new processes and technologies that make their jobs easier





**Lead PMO change management activities to modernize universitywide systems, business processes, and organizational structures**

**Create a unified identity and culture, standardize change management practices, and improve collaboration across the university**

**Conduct knowledge transfer, stakeholder engagement, and put discipline in place to assist transition plans throughout the university**



Helping the Rutgers community embrace change



Fostering an environment of collaboration



Engaging at every level



Taking a top down approach to engaging constituents



Bringing benefits of change to life

Driving project solution sustainability through performance monitoring, knowledge capture and the identification of mitigation activities as needed

Defining and addressing the organizational readiness for project implementation

Assessing training needs and determining delivery method and approach to effectively equip people with the requisite knowledge and skills to adopt the project solution

Assessing and understanding project impacts on people, process and technology to identify needed change management activities



Establishing the “why” of the project, identifying “what’s in it for me” and defining high-level change plan

Mobilizing leaders to demonstrate visible commitment and support of the project through defined actions

Understanding who stakeholders are and strategically grouping them to determine proper engagement

Providing appropriate levels of information to impacted individuals using the most effective vehicles

- Get engaged in the process and stay engaged
- Ask questions
- Voice your concerns
- Be “**a part**” of change instead of being “**apart**” from it



We are committed to working with the entire Rutgers community to improve everyone's experience to **transition from today to tomorrow.**