

*Step 9* MAKE IT HAPPEN

**FACTORS INFLUENCING CHANGE** Worksheet

**All change involves some resistance. This tool is based on force field analysis and will help you identify environmental, process, cultural and people factors that will either help or hinder your efforts to make the role change you have designed. By identifying these factors and their likely impact, you will be able to target tactics to ensure maximum support and minimum resistance.**

**Types of factors you should consider include:**

- Available resources
- Vested interests
- Organizational structures
- Relationships
- Attitudes
- Regulations
- Personal or group needs
- Present or past practices
- Institutional policies or norms
- Values
- Costs

**Directions**

1. Brainstorm and record the factors that will support, be neutral about, or resist the role change you have designed.
2. Assign a score to each factor, from 1 (weak) to 5 (strong), basing the score on both its relative strength and your ability to influence this force.
3. Discuss ways that you can:
  - » Strengthen positive forces
  - » Weaken resistive forces
  - » Create new positive forces

Forces FOR Change	Score	NEUTRAL Forces	Forces AGAINST Change	Score