



## CORPORATE PRESENTATION

*Your strategic change management partner*



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*Strategic Advice – Project Management and Evaluation – Organizational and Human Capital Development*

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*« There is nothing permanent except change. » - Heraclitus*



## PRESENTATION

### OUR MISSION

*Change is the one constant in life. Our mission is to help you navigate in an increasingly complex world. We craft innovative solutions to help your organization develop and thrive.*

With strong expertise in both the public and private sectors, we're at home in either world, taking governmental and non-profit institutions, companies, start-ups, impact leaders and people's lives to the next level.

### ABOUT US

Drawing on years of experience, we've put together the *Forwaves Platform*, a global network of enthusiastic, passionate and dedicated experts covering a range of disciplines.

*Specialized in strategic change management, our areas of expertise cover monitoring and evaluation (M&E) of development programs / projects and SME development on local and global markets. By placing people at the heart of our activities, Forwaves provides advanced services in organizational and human capital development.*

We provide high-end services at the local and international levels.

### OFFER OVERVIEW<sup>1</sup>

- A. Strategic Advice
- B. Project Management – Monitoring and Evaluation (M&E)
- C. Individual and/or Team Coaching
- D. Career assessment, Assessment and Outplacement
- E. Training
- F. Occupational Health: Prevention and Counselling

### OUR CLIENTS

*You are a governmental or non-governmental institution, a large or small company or an individual.*

Our clients demand both excellence and sustainable performance in fast-paced settings. Whatever your starting point is, we craft tailor-made solutions to allow you to achieve your most ambitious goals.

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<sup>1</sup> The information provided in this document is for informational purposes only and valid at the time it is issued.

## OUR OFFER

### TAILOR-MADE SOLUTIONS

Each standard offer can be adapted to your specific needs. We also develop e-learning solutions.

#### Rates

Our rates are available upon request.

#### Preferential rates

Preferential rates can be established through programs or longer-term partnerships with our clients.

#### Languages

- English
- French



### OUR APPROACH

We're passionate about crafting powerful solutions that facilitate positive change, both in your organization and in the wider world. We're used to working across languages on projects big and small. What connects us is a focus on results and a desire to work in harmony with a modern, sustainable world, not against it.

*It's excellence that drives us; but excellence firmly rooted in socio-economic, environmental and human development.*

*Our activities contribute to the 2030 Agenda for Sustainable Development at the country, organizational and individual levels.*

#### **Contact us for more info!**

... And benefit from a client consultation and a personalized follow-up:

1. Needs analysis
2. Setting objectives
3. Standard, bespoke or combined offer
4. Offer validation
5. Planning and implementation
6. Monitoring and continuous improvement
7. Evaluation.

## OUR SERVICES

### A. STRATEGIC ADVICE

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#### CHANGE MANAGEMENT

*Does your organization or company want to embark on truly sustainable change? While often overlooked, change management is a core element of success for organizations!*

Our experience has shown us that well-designed change strategies reduce resistance and increase your return on investment, as you become a catalyst for change.

- Instead of simply doing more and hoping for the best, we provide you with **expert advice, precise and considered roadmaps and frameworks** to guide the change you are undertaking.
- **Our situational assessments, evaluations and market analyses** support your strategic management decisions.
- We get to know your organization and to understand your needs and environment, in order to give you the right advice at the right time, **saving you time and money.**

*We help you stand out as an engine of successful change!*

#### BUSINESS DEVELOPMENT

We offer expert advice to **entrepreneurs starting their business**, notably on their **business model and business plan.**

Our interventions cover various areas such as **business development** on local and international markets, intellectual property management, corporate social responsibility (CSR), process optimization, human capital development and unlocking the power of the creative economy.

### B. PROJECT MANAGEMENT & EVALUATION

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*The international Forwaves Platform promotes an environment respectful of Innovation and Human Development.*

*While our experts know project life cycle management inside out from design to monitoring and evaluation (M&E) our integrative and multi-disciplinary approach allows us to provide you with new and personalized solutions in response to your specific challenges.*

Our experts advise you on specific project stages or conduct end-to-end projects and evaluations, based on your needs:

- Entire project cycle management:  
*Local development, international cooperation or corporate projects*
- Program or project design and development of strategic impact frameworks
- Situational assessment and/or feasibility study
- Design and implementation of a Monitoring and Evaluation (M&E) system
- Design and implementation of a change management strategy
- Design and implementation of an awareness raising/communication strategy (for example to encourage a shift in mentalities and behavioural change or to generate commitment)
- Training and capacity building
- Independent evaluation.

## C. INDIVIDUAL / TEAM COACHING

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*We offer individual coaching (for senior managers and employees - face-to-face or at distance), team coaching and team building services.*

- We provide personal and team development, solutions based on **certified techniques**.
- We help individuals improve their **career and personal life management, their leadership, team management or intra/entrepreneurial skills** for a creative and meaningful life.
- Our unique approach is based on **solid psychosocial fundamentals and expertise in change management**, enabling people to confidently step outside of their comfort zone.

*"One of the most difficult things is not to change society – but to change yourself." – Nelson Mandela*



*People are at the heart of any organization. Together let us reveal the potential of your organization and of its talents!*

## D. CAREER ASSESSMENT, OUTPLACEMENT AND ASSESSMENT

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*A **career assessment** enables individuals to take stock of their career, professional situation, skills, personality and motivations. This allows them to orient their professional development on the basis of their potential and what motivates them within the organization or in a new professional project, for example during an **outplacement**. The career assessment allows to define possible professional paths as well as a personalized development plan.*

*During an **outplacement**, employees are guided in their professional transition and job search strategy.*

*In the case of an **assessment**, you have a vacancy and our intervention takes place after you have selected one or several candidates.*

An assessment allows also matching the profile of an employee with a management position for an internal promotion. We help improve your recruitment decisions.

*"I contacted Forwaves for a career coaching and assessment after a mass layoff in my industry. There were no other professional openings for my profile despite a strong academic and professional track record. Forwaves helped me to take stock of my situation and focus on hands-on methods to reroute my career in a positive and proactive manner. The personalized service and advice I received was second to none in getting me back on my feet and the insights provided by the tried and tested methods were truly eye opening and empowering. Forwaves deserves my heartfelt thanks and praise." – R.L.*

## E. TRAINING & CAPACITY BUILDING (Overview)

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### MANAGEMENT & ORGANIZATIONAL DEVELOPMENT

- Change management: *Performing in a constantly evolving context*
- Corporate Social Responsibility (CSR)
- Developing your team's talents
- Diversity management
- Integrating gender mainstreaming and diversity in program/project management
- Intellectual property and business development
- Leadership
- Planning and managing time effectively
- Project management
- Project team management
- Recruitment interviewing
- Strategic change and communication: *Defining and implementing a sustainable strategy*
- Team management

### COMMUNICATION & PERSONAL DEVELOPMENT

- Assertiveness and self-confidence
- Career and life management
- Communicating effectively
- Conducting powerful presentations
- Conflict management
- Emotions management
- Facilitating meetings
- Job search techniques
- Negotiating successfully and creating partnerships
- The art of giving feedback

### INNOVATION & CREATIVITY

- Design Thinking: *Integrating an innovative approach into strategies*
- Developing your teams' creativity

### CONTINUOUS TRAINING

- Instructional design
- Training of Trainer.

*Detailed information can be obtained on the basis of the thematic list above. Our trainings are generally tailor-made. Our offer is constantly evolving and also includes psycho-social workshops designed by psychologists on various themes.*

## F. OCCUPATIONAL HEALTH: PREVENTION AND COUNSELLING

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Employers integrate nowadays occupational health as a key component of their business strategy. We offer occupational health **awareness sessions** to prevent crisis or inadequate managerial practices. Prevention measures allow to avoid costs related to absenteeism or turnover, and to promote a healthy work environment for all.

Your employees have the possibility to benefit from our **counselling services face-to-face or by telephone** (+41 22 366 80 80).

### How it works?

A basic number of counselling hours is included in the offer depending on the size of the organization. In many cases, a few sessions are enough to solve a problem. In more complex situations, follow-up sessions can be provided through our consulting services and/or undertaken within your organization (usually by the Human Resources department).

***Maintain the health capital of your organization!***



**Any questions? Do not hesitate to contact us!**

**FORWAVES** Crafting change

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