



Self-management

Course Description

This training program is designed for your employees to triple their productivity, employ self-management skills and learn the best management practices.

In business, self-management refers to methods, skills, and strategies by which individuals can effectively direct their own activities towards the achievement of their objectives. Self-management skills enable an employee to be more productive regardless of one's working environment.

We use the best practices through intensive training to be able...

- To gain personal awareness by identifying the vision, mission, values, strengths, areas for improvement in the employee and obstacles
- To identify priorities and analyze the relationships that influence and prevent employees from seeing results
- To learn how to successfully set and achieve goals in the working environment
- To learn about habits and to effectively implement and create long lasting change as well as commitment to change
- To achieve self-motivation and finding the energy when needed

Content of the program

- Awareness of personal objectives
 - Identification of mission, vision and values
 - Analysis of the alignment with one's professional situation
- Empowerment and self-motivation
 - Self-esteem and confidence
 - Motivational leverage
 - Identifying obstacles, challenges and reinforcements
 - Awareness and overcoming self-sabotage
- Habits and change management
 - Managing emotions, perception and stress
 - Phases of change
 - How to effectively and successfully manage change
- Writing a Personal Development Plan
 - Creating a comprehensive plan to move forward

Methodology

This training is delivered over 8 hours which comprises a minimum theoretical part, focusing on activities and exercises in an active and participative training (approximately a ratio of 20/80). It relies on coaching methodology through which participants can become one hundred percent protagonists of their own learning process.