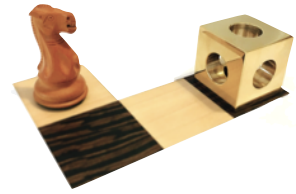


beyond the board training

Course Factsheet CI



Mind Over Matter



Stress in the workplace impacts both the individual and the organisation. The very word “stress” has a negative image and many people do not want to admit their experiences; this can lead to many physical and psychological ailments. However, stress can be perceived positively as motivating and stimulating!

Learn to engage stress successfully and transform your workplace.

Prerequisites

The course is appropriate for employees of all levels as it focuses on individual techniques for managing stress and pressure.

Outcomes

As a result of this course the participants will:

- Have a clear understanding of the biology and causes of stress
- Employ effective physical and mental techniques for coping with stress
- Make better use of their time
- Be able to prioritise better and determine what is important
- Become more assertive and confident when communicating with difficult people
- Be able to recognise the link between nutrition and stress
- Be able to practice better “psychological hygiene”

Syllabus

- The biology of stress and the stress reaction
- Causes of stress in the workplace and their impact on the employee
- Stress reducing interventions – techniques for handling stress and social support
- Dealing with most common causes of stress in the workplace:
 - Assertiveness: how to say no
 - Identifying and managing difficult people
 - Dealing with conflict
- Physical health:
 - Eliminating stress from physical environment in the workplace
 - Stress and nutrition
- General psychological health:
 - Work/non-work balance
 - Putting things into perspective
 - Being pro-active
- Individual Action Plan for participants
- Recap
- Q & A Session

COURSE LENGTH: 4 HOURS
MAXIMUM CLASS SIZE: 12 PEOPLE