

Personal Development Programme

1-day workshop with pre-work

Learning Objectives

1. Identify your personal strengths, values and preferred learning style
2. Identify work and career preferences using the *Career Anchors Inventory*
3. Use the TGROW model for self-coaching
4. Build confidence to manage change effectively
5. Develop meaningful and motivating goals using SMARTER and 'Well-Formed Outcome' as structures
6. Build the motivation to stay on track and achieve your goals

Course Contents

Raising Self Awareness

- Identify your personal strengths and values
- Identify your work preferences using the *Career Anchors Inventory*
- Identify where you are now and where you want to be in the future: The Wheel of Life and Gap Analysis

The principles of self-coaching

- The TGROW model for self-coaching
- Making the right choices: decisional balance exercise

Setting Goals

- The benefits of goal setting
- How to set SMARTER goals and Well-Formed Outcomes

Making it happen

- Build motivation to achieve your goals
- Set an action plan that succeeds
- Dealing with setbacks and failure (re-framing and positive self-talk)
- Behavioural change techniques to help you stay on track



Format/Timing

This is a one-day workshop for up to 12 participants.

Who should attend?

This course is for anyone who wants to succeed in professional life!

Facilitator

- **Matthew Critchlow**, PhD, Director of Thrive and Visiting Lecturer at the University of Westminster and

Pre-work – Before attending this course, delegates are requested to complete the **Career Anchors Inventory** questionnaire (please separate document) and bring their results to the workshop.