

Stress Management at Work

DURATION: A one day course

SUITABLE FOR: This training course is targeted to anyone who experiences stress at work or who manages others experiencing stress in the workplace. Of benefit to both work and personal life, the course increases understanding of the causes and effects of stress, and explores strategies for preventing it. Also providing participants with an opportunity to identify appropriate techniques and tips for self-management of unavoidable stressors, the course helps you cope better with your own stress and relate more effectively to stressed colleagues.

COURSE OUTLINE:

OBJECTIVES:

By the end of the course delegates will be able to:

- Understand how pressure and stress affects people
- Identify and recognize potential causes of stress
- Identify and understand reactions to Stress
- Identify actions to take to prevent or manage stress in themselves and others
- Improve and develop new strategies for coping with potentially stressful situations

PROGRAMME:

Introduction & Workshop Objectives

- What will we cover today?
- What do I want from the day?

The Context of Stress

- Pressure and stress - what's the difference?
- The causes of stress
- The signs and symptoms of stress
- How stress affects your life - self awareness

Strategies for managing pressure and reducing stress:

- Prevention techniques
- Prioritizing & diary management
- The importance of perceptions and thinking skills
- Quick and easy everyday stress-busters
- Exercises for relaxation and inner calm
- Tips for a stress free lifestyle

Recap and Action Plan