

# Assertiveness for Women

**Duration:** 1 day

**Aim:**

To offer women the space, time, environment and tools to enhance their confidence and self-esteem, and therefore make a better impact on those they communicate with.

**Who should attend?**

Women, specifically who want to reinforce and reaffirm their confidence in relationship building, and enhance effective communications with colleagues and others.

**Outcomes:**

By the end of the session, participants will go away with:

- An understanding of their own level of self-esteem, confidence and assertiveness
- An appreciation of how people are different and how to tackle these differences
- An extensive toolkit to improve their assertiveness, whatever the stage they are at
- The practice of various assertive techniques using their very own situation

**Content:**

The training session will cover:

- Definition of Assertiveness
- Different behaviours: Passive, Aggressive, Manipulative, Assertive
- The rights & responsibilities of the assertive person
- Techniques to improve one's assertiveness
- Self-esteem and confidence

**Methods:**

The session will offer a blend of:

- Individual reflection
- Group exercises
- Presentation
- Role-plays

**Timings:**

0930 Registration and coffee

1000 Course Starts

1630 Course finishes

Mid-morning coffee, lunch and afternoon tea provided