

# Self-Esteem: Feel Better and Be More Effective at Work

Hands-on course of 2 days - 14h

Ref.: ESO - Price 2024: CHF1 550 (excl. taxes)

This training will help you define your attitude, decisions, and actions based on a positive feeling of yourself. It will give you practical methods for maintaining your self-esteem in difficult relationship situations and thereby increase your everyday wellness.

## EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

Assess your self-esteem and the consequences on your relationship environment

Limit the effects of false beliefs and negative feelings

Work on emotions that affect your self-esteem level

Develop self-affirmation and assertive communication

## HANDS-ON WORK

Tests, exercises, scenarios based on case studies, and writing an individual actual plan.

## THE PROGRAMME

last updated: 01/2023

### 1) Defining self-esteem.

- Sources of self-esteem and self-confidence.
- Extrinsic and intrinsic personal value.
- Maintaining a positive personal value.
- External and internal stimuli.
- Consequences of the self-esteem level.
- Self-esteem and the role our emotions play.

*Hands-on work* : Evaluation questionnaire "Self-esteem and self-confidence".

### 2) Analyzing your successes and failures

- Accepting yourself and respecting yourself without judgment.
- Affirming your personality and emphasizing your strengths.
- Considering successes and failures as feedback.
- Overcoming your personal barriers.
- Freeing yourself from the influence of your own past.

*Hands-on work* : Identifying and analyzing aspects of your own personality: Attitudes, behaviors.

### 3) Developing self-esteem.

- Building your self-image.
- Consequences of our esteem.
- Self-motivation.
- Achieving your personal and professional goals.
- Self-empowerment in dealing with your own experiences.
- Beliefs that can harm self-esteem.

## PARTICIPANTS

Anyone who wants to work on their self-esteem potential and find means of support to strengthen their self-confidence.

## PREREQUISITES

No particular knowledge.

## TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

## ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

## ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@ORSYS.fr to review your request and its feasibility.

- Managing your own anxiety and insecurity.

*Hands-on work* : Identifying what motivates and empowers you to achieve your goals.

#### 4) Emotions associated with self-esteem

- Encouraging energizing emotions.
- Managing unpleasant emotions: Anxiety, fear, discouragement, etc.
- Channeling harmful thoughts that pop up.
- Managing situations and behaviors that cause anxiety.
- Confronting your negative and unrealistic beliefs.

*Hands-on work* : Identifying and fighting fleeting thoughts and behaviors you have that could harm your self-esteem.

#### 5) Boldness and self-affirmation

- Practicing active listening.
- Being assertive.
- Fighting your tendencies to flee.
- Making constructive criticisms.
- Knowing how to say no.
- Applying the DESC method.

*Hands-on work* : Practicing assertive communication, making criticisms and responding to them effectively.

#### 6) Coming up with a custom action plan.

- Designing cognitive and behavioral progress goals for self-esteem.
- Writing an individual self-esteem action plan.

*Hands-on work* : Designing your individual action plan and developing self-esteem.

## DATES

---

REMOTE CLASS

2024 : 04 Jul, 28 Nov