

Stress Management

Stress is a constant in everyone's life - either negatively or positively. Understanding the difference, how each affects us, and learning specific management techniques, is essential to our well-being. In this time of rapid change and greater expectations in the workplace, learning to recognize symptoms and to take action to prevent burnout will energize and enrich your relationships and self-confidence.

Seminar Objectives:

To examine sources of stress in the main areas of life, and their effects on the mind, body and performance of daily living tasks. Participants will identify their personal responses to stress, and learn specific techniques for coping with and managing stress on a daily basis.

Topics:

- Recognizing sources and symptoms of stress and their effect on performance
- Personality factors and their influence on stress
- Identifying your personal and job stressors and your present response mechanisms
- Executive and managerial stressors
- The emotional cycle of change and its impact on personal effectiveness
- Becoming proactive vs. reactive in your life: setting priorities
- Pinpointing areas for personal improvement and potential burnout
- Setting goals that are meaningful, manageable, and measurable
- Establishing mutual expectations with co-workers and family members
- Understanding how setbacks can make you stronger
- Receiving criticism without personalizing it
- Improving communication and problem-solving under pressure
- Saying “No” and being comfortable with your decision
- Dealing with anger and frustration: your own and others’
- Resolving conflict through assertive behaviour
- Managing stress with specific strategies for specific situations
- Time management for achieving a balanced lifestyle
- Overcoming fear and worry: “What’s the worst that could happen?”
- Self-honesty, self-image, self-esteem, and self-motivation
- Relaxation, positive thinking, and taking time-out
- Using humour to cope with stress: seeing the funny side of life