

ASSERTIVENESS AT WORK



Learn a technique to increase your assertiveness and become more effective in your work, your relationships and your life!

To be effective we need to do two things: Firstly, remove the mental blocks that are holding us back and secondly, be able to communicate in a clear and confident way. In this workshop we will cover situations that call for an assertive response: from asking for what you want, to refusing requests without feeling guilty to dealing with criticism without being destroyed by it. We will identify problems caused by non-assertive behavior and understand what is perceived as being too aggressive or too weak. We will practice ways of making assertive statements even in critical and difficult situations. The workshop is designed to be very interactive – you will have many opportunities to practice and get feedback. Removing your mental blocks and applying your new assertiveness skills will increase your personal effectiveness overnight.

OUTCOMES

You will

- learn how to remove the mental blocks that inhibit your ability to be assertive
- experience the importance of choosing your words and body language so you can ask for what you want – and refuse what you don't want
- no longer be afraid of receiving negative criticism – in fact you will ask for it
- devise an action plan for what you need to stop doing and what you need to start doing
- feel more powerful, look more powerful and BE more powerful at home and at work

Target Audience

- Junior to mid-level high potential female managers with at least 8 years of working experience and ideally first leadership experience
- Max. 25 participants from different Advance member companies

Format

- One day workshop (1 credit per participant)
- Additional credits can be bought for 1'100 CHF per participant
- Language: English

Registrations

- Via the member area of the Advance website

FACILITATION



Geraldine Bown is the founder and Managing Director of Domino Perspectives; a former President of the European Women's Management Development Network; a founder member of the European Institute for Managing Diversity; and co-founder of the Diamond Edge Program for women leaders. Geraldine is known for her transformational training and inspirational presentations. She is a recipient of an ASTD Excellence in Practice citation for her Diversity work with PepsiCo in over 30 countries.



Advance Skill Building for Rising Leaders

The Advance Skill Building workshops equip talented women with the core skills, capabilities and leadership mindset that are critical to climb the corporate ladder. Every workshop is also an excellent opportunity to meet peers from different Advance member companies, allowing you to broaden your business network.

For more information, please contact the Advance workshop coordinator at contact@advance-women.ch / www.advance-women.ch