

SELF-MANAGEMENT



Introduction

Self-management refers to a combination of different behaviours that focus on how people manage themselves in their work and personal life.

There are a number of skills linked to effective self-management, such as taking responsibility, displaying initiative, remaining resilient, acting assertively, managing time optimally and being flexible.

A good understanding of self is critical for identifying areas of focus and development.



Course Outcomes

Delegates will have a better understanding of:

- The definition of self-management and what it means on an individual level
- The role of motivation in self-management
- Awareness of own strengths, development areas, preferences and values
- Techniques for the maintenance and development of self-management
- The importance of goal setting
- How to create a personal development plan
- Steps required to enhance personal and professional wellbeing

Target Audience

Individuals who want to become self-aware, identify and build on strengths and development areas, and internalise the pillars of self-management in order to make meaningful choices and take ownership of their decisions.

Course Duration

1 day

Course Fee

R 1,250 VAT Incl.

R 750 (WHC Divisions)

Booking

Please contact Melody Maddocks or Janine Roper.

+27 11 274 9256/ 274 9368 / 274 9200

training@academicadvance.co.za

Venue

1st Floor Training Room, Wits Health Consortium (Pty) Ltd

8 Blackwood Avenue, Parktown, 2193

Special requests will be considered, subject to viability.