



01273 252559

Breakthrough Days 2012

Corporate Training & Support

Innovative, professional, affordable well-being training and solution focused support
to nurture and develop you, your staff & your corporate community

www.breakthroughdays.co.uk

Welcome to a new kind of layered training, support and care

Have you been looking for **on-site, solid, grounded and practical training** for all levels of staff to give you the maximum benefit from your workforce whilst respecting and promoting the individual's needs, well-being and emotional health? Do you recognise the need to use up-to-date, relevant knowledge of **human psychology** to enhance your workforce and their potential?

Do you relocate staff with children? Transition programmes for children who are moving countries with their parents are vital to ensure the whole family is supported, leaving your staff free to really focus on the job in hand during work hours.

We can show you **a fresh way to improve outcomes** by focusing on caring for the emotional health and personal power of individuals in your organisation. You'll be amazed at how transformative this emotionally intelligent approach will prove to be.

We design, develop and deliver our distinctive training on **emotionally intelligent organisational and departmental approaches to promoting good communication, personal growth, well-being and mental health for staff at all levels**. All of our **courses** meet the needs of your staff and the company by focusing on optimising positive outcomes and outlooks. Courses are delivered **on-site to your bespoke specification** providing great results and excellent value for money.

Our **unique transition package for children of relocating families** incorporates ground-breaking approaches to ensuring the well-being of the whole family. We offer fun group sessions, individual coaching and even child-friendly therapy when stress, anxiety or depression hit. Happy children mean a happy workforce.

We offer specialised support using an integrative, therapeutic approach to **coaching and/or non-managerial supervision** for individuals and teams working in stressful roles or situations. We can show staff how to use language precisely and confidently to achieve the results you really want from colleagues, clients and customers.

Individual /group brief solution-focused hypno/psychotherapy sessions are a viable, effective form of **counselling**, often within a reduced timeframe. There is a significant body of scientific research to support the use of clinical, therapeutic hypnosis. The British Medical Association approved its use in 1955 and encouraged all mental health professionals and doctors to train in its use.



Why Breakthrough Days?

Breakthrough Days Solutions provide training and support under the direction and leadership of Dr Sharie Coombes.

An established and highly successful leader and therapist, Sharie has worked at the highest level within education management of schools, local authorities, higher education and training for more than 30 years. Using her in-depth therapeutic knowledge and experience, she brings relevant psychological theory and her pertinent, practical skills to the workplace to enhance performance, self-esteem and results at individual, team, and organisation level.

Our training holds a unique position in the field of maximising human potential and corporate achievement because it is the product of years of varied professional experience, effective market research and consultation. We simply focus on what works well and on how to get more of that into your business structure.

When your people communicate clearly, effectively and confidently with colleagues, competitors, clients and customers this reflects on the organisation and creates a climate of trust, empowerment and achievement.

Read on and see what we can do for you...

Who will benefit from Breakthrough Days?

Many of the 'people problems' that leaders grapple with can be solved by adapting the knowledge available from psychology and by working 'below the surface' to encourage individual development and responsibility. Huge relocation expenses mean retaining high-quality staff and getting the best from them are essential to your success.

Our training and support are suitable for staff at all levels of your business.

How are Breakthrough Days delivered?

We provide a highly interactive and intensive learning experience for your staff to enable and embed lasting development at a deeper level. Teaching comprises theoretical input, skills practice in real work situations, self-reflection space, lived experience and helpful feedback. We believe in making everything we deliver grounded and experiential.

Where are Breakthrough Days held?

In your building! We adapt all our programmes to meet **your** staff needs through bespoke, on-site courses. No travel costs or hotel accommodation for staff are required, keeping time away from work and departmental disruption to an absolute minimum. Usually, at least 6 delegates are required per training offered although there is some flexibility.

How much do Breakthrough Days cost?

Per person costs are indicated throughout the brochure. Please get in touch to discuss your requirements and to negotiate a training package price for multiple delegates.

How do I book Breakthrough Days?

Please phone or email to ask any questions you have prior to making a booking. The course dates have flexibility so please get in touch if you require a particular date for a specific course. You will then be able to complete the online booking form, making payment via bank transfer.

Training & Support 2012

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All our hypno/psychotherapists are fully qualified to national standards, insured and registered with the Department of Health through the Complementary and Natural Healthcare Council



"Hypnotherapy is supported by more scientific research than any other complementary therapy"
(The Which? Guide to Complementary Therapies, 2002)

Transition Work for Children in Relocating Families

When parents move to another part of the world for their work, children usually have to accompany them. This means leaving behind secure friendships, close relatives and supportive schools. The impact of this can be enormous, leaving children and teenagers upset, resentful and isolated. There are so many advantages to be enjoyed but lonely, sad children may not be in a position to capitalise on these. Sometimes, children may even develop stress, anxiety or depression and may withdraw from previously enjoyed activities and struggle to form new friendships. Inevitably, parents will worry about these changes in their children which will reduce their ability to fully focus at work. Happy children mean a happy workforce.

What is 'Transition Work'?

Transition work can delivered be in various forms:

1. The package can provide for group transition sessions for children and teenagers to come together in appropriate age groups to explore their mutual concerns through fun, friendly, therapeutic activities. Sessions identify ways to build confidence and rehearse new skills to ensure the new opportunities are enjoyed and benefited from.
2. Individual coaching sessions for children and teenagers who are finding things hard can open up insight into their thinking and give them lifelong tools for tackling any future life changes. These are gentle, supportive and immensely helpful. The sessions can involve the parents to ensure the skills and techniques taught are embedded at home.
3. Therapy sessions for children and teenagers who are experiencing signs of stress, anxiety or depression. These sessions will provide a safe space to explore their concerns and guide them towards recovery and an ability to prevent future recurrence – a true gift in today's fast-paced world.

Our distinctive and integrative approach combines the best techniques from a wealth of psychological interventions (e.g. CBT, NLP, Human Givens, Solution Focused Brief Therapy, Gestalt, Psychodynamic Psychotherapy etc.) and can be adapted to suit different temperaments, circumstances and situations.

Dr Sharie Coombes will personally deliver the transition package. Sharie has 30 successful years of experience working with children and young adults and gets great results. Regular slots in the week can be accommodated.



What will it cost?

Costs will be dependent on your specific requirements, including number and length of sessions and venue.

What now?

Go to www.foundationshypnotherapy.co.uk for more information on therapy sessions. **Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.**

Individual/Group Confidential Coaching and Non-Managerial Supervision – IGCS

From time to time, even the best people need a safe space to look closely at the way they work and to explore how this can be developed and built on to help them be the most effective that they can be. We can work in complete confidence with individuals, including team leaders/heads of departments, or whole teams to provide this service. We work 'below the surface' to look at deeper personal motivations and individual barriers in order to release and realise creativity. The distinct advantage to you is in knowing that your staff are properly supported under your duty of care. You could offer the service to staff at a cost to them or under your own provision – or both! A number of our team are trained to provide this service and trainer allocation will be negotiated with you depending on the needs and dynamics of your staff.

What are 'Coaching' and 'Non-Managerial Supervision'?

Coaching can be used to enrich your life on a professional and personal level. It is a powerful way to achieve your best in areas you identify as your targets. Our integrative approach to coaching, combining the best techniques from a wealth of psychological interventions (e.g. CBT, NLP, Human Givens, Solution Focused Brief Therapy, Psychodynamic Psychotherapy, Gestalt etc.) helps you to understand and improve the many facets of your world. Non-managerial supervision can help you think about and talk through work issues openly and honestly to find solutions and options without fear of compromising your managerial relationship. You will learn to use language very precisely to help you communicate and to achieve your goals.

The Course

This course is tailored to each individual's/group's circumstances and requirements, and as such, the number and length of sessions will be agreed with you in advance. Its aim is to enable top and middle management and staff at all levels to excel in their particular role within the organisation. This bespoke course commences with a thorough and confidential evaluation of all relevant aspects of each individual's life.

The Content

- Coaching sessions, notes and handouts including MP3 recordings as and when appropriate
- Information and techniques to use and share
- Practical exercises to facilitate change or development

What you will learn

- Application of various psychological principles to real-life situations within a safe coaching relationship
- Thorough evaluation of your motivations, barriers goals and values
- Discovering what you really want from life and your work
- Exploring the direction of your life and work and how to give it clearer direction
- Evaluation of any aspects of your life, on a personal and professional level
- Strategies for overcoming barriers, releasing and realising creativity
- How to use precise, clean language to powerful effect
- How to make an effective, realistic and achievable action plan
- Using objective criteria to assess impact

What will it cost?

Costs will be dependent on your specific requirements, including allocated trainer's level of expertise, number and length of sessions and venue.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.

Brief Solution Focused Hypno/Psychotherapy Sessions – HS

"Hypnotherapy is supported by more scientific research than any other complementary therapy"
(The Which? Guide to Complementary Therapies, 2002)

We often think of conventional, long-term counselling as the only option for dealing with difficulties, disappointments and distress. However, it is lengthy, expensive and can be a painful process – not ideal when you want a happy, healthy workforce. For people who have relocated to another part of the world, it can be hard to find the right approach in the native language so it makes sense to have a corporate provision in-house. You could offer the service to staff at a cost to them or under your own provision – or both!

Brief solution focused hypno/psychotherapy provides a cost effective alternative often providing better value for money by helping people to quickly identify needs and find inner resources and solutions, developing resilience and a positive outlook. Our integrative approach combines the best techniques from a wealth of psychological interventions (e.g. CBT, NLP, Human Givens, Solution Focused Brief Therapy, Psychodynamic Psychotherapy, Gestalt etc.) to help you to understand and overcome the things that hold you back. Just 3 sessions can be life-changing (see website feedback) and resolve a range of issues. When this provision is combined with staff training in developing and delivering relaxation techniques or a whole organisation approach to building a solution focused, resilient company, it can save you valuable funds (or make your money go even further) and have a lasting impact on the mental health and well-being of the entire staff body.

Allocation of a particular therapist and any discounted costs will be negotiated with you depending on the specific needs of the clients. We can provide conventional psychotherapy or hypno/psychotherapy.

Regular slots in the working week can be accommodated.

What will it cost?

Costs will be competitive and dependent on your specific requirements, including the number and length of sessions and venue.

What now?

For more information please go to: www.breakthroughdays.co.uk

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts.

All our hypno/ psychotherapists are fully qualified to national standards, insured and registered with the Department of Health through the Complementary and Natural Healthcare Council



"Research shows scientific evidence for hypnotherapy...by using hypnosis, people can perform prodigious feats of will-power and self-healing".

Health Education Authority

Staff Relationships: Attachment Theory in Practice – ATP

Professional relationships are crucial to the effective development of your organisation because the way staff relate to one another impacts on its culture and success. When staff come from different environments, countries and working practices, tensions can arise and affect the day to day working practices of your company. According to Attachment Theory (Bowlby, 1969), adults have preferred relational styles which create, or interfere with, psychological connectedness between human beings.

What is 'Attachment Theory in Practice'?

Attachment theory has become mainstream in education environments and is now impacting on larger corporate organisations thanks to the understanding of its huge significance in everyday professional relationships. Around 60% of people have secure attachment and this impacts the way staff respond to their managers, colleagues, competitors and customers. By recognising our own attachment style and preferred relational techniques, we can begin to understand other people's responses to us and ours to them. Learning to use unloaded language can simplify interactions and ensure mutual understanding.

The Course

The **2 day course** examines vital information about the varying attachment styles. Securely attached staff need managing in a way that recognises their strengths and contribution. People with insecure attachment styles can offer a great deal to a large organisation but need particular handling as they are likely to struggle at times with low self-esteem, mistrust and boundaries, providing a challenge to leaders. Equally, leaders with insecure attachment can create unrest inadvertently amongst staff teams. Leaders and employees will explore their own understanding of attachment styles and look at why they have developed theirs and how it affects them in their professional role. The course gives personal insight and looks to advise people on how to make personal changes and how to cope more easily with change imposed in the workplace. Leaders will learn how to choose if and how to respond to their own emotions in difficult situations. It will show staff the importance of holding others in mind as part of their work practice. The nature of leadership language is explored and explained.

The Content

- Course notes and handouts
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- Key attachment styles
- How attachment styles impact the company and people in it
- Recognising signs of attachment issues in staff and how to understand and work with these issues
- How to use solution focused strategies to overcome attachment conflicts between staff
- How to use clear, precise, unloaded language naturally and effectively to form and maintain effective relationships
- How to ensure everyone is involved in reducing trigger points and tensions
- Identifying impact of own attachment on professional and personal life
- Personal development techniques
- Self-care procedures

What will it cost?

£650 per delegate. Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.

Building a Solution Focused and Emotionally Resilient Organisation – ERO

Corporate organisations are under huge pressure to achieve high standards and meet targets while working with hundreds staff with a wide range of needs. Huge relocation expenses mean retaining quality staff and getting the best from them are essential requirements. This can create a climate of tension which leads to a loss in self belief and enthusiasm which in turn can result in stress, friction, anxiety, distress, self doubt, reduced outcomes and absenteeism. One impact of this is that 'out of the ordinary' situations can make staff feel deskilled, overly challenged and exhausted.

What is 'a Solution Focused, Emotionally Resilient Organisation'?

A solution focused, emotionally resilient organisation enables staff to look at what is working well and do more of that. Leaders need to know the best ways to support staff through periods of change or high pressure or when there are conflicts to resolve. Planning to ensure that *staff at all levels* are well equipped to find solutions and work harmoniously will eliminate trigger points and embed resilience. Staff can be shown how to take more responsibility for their well-being and learn to be more optimistic, more resilient and more successful. A solution focused, emotionally resilient organisation holds staff in mind, recognises potential and works to build an effective team where everyone feels valued.

The Course

The **2 day course** provides an insight into the process of developing a solution focused approach to dealing with day to day issues and longer term development. Emotional difficulties arise when people's needs are not met. We show you how to identify how people's human needs are – or are not – being met and demonstrate key strategies for helping people to take responsibility for their own well-being. You will understand how stress can affect staff and how to manage this and combat it. We explore with you the subtle and positive changes that can be made to the organisation's culture to facilitate resilience by introducing tailored systems and routines, reducing pressure and fire-fighting. You will discover techniques such as mentalisation and containment to take care of yourself and others in a way that yields mutual respect, further success and positivity with less reliance on external resources. This course works well when tailored specifically to your organisation's circumstances.

The Content

- Course notes and handouts
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- How stress impacts the organisation and people in it
- Recognising signs of stress in staff and how to combat these
- How to use solution focused strategies and language naturally and effectively
- How to ensure everyone is involved in reducing trigger points and tensions
- How company methods, systems and routines can enhance resilience
- Utilising and harnessing staff skills
- The importance of mentalisation, containment and attachment by staff and leaders
- Key leadership and employee traits under pressure and how to avoid these becoming a problem
- Key features of resilience and optimism
- Relaxation techniques
- Self-care procedures

What will it cost?

£650 per delegate. Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.

Improving the Self-Esteem of Others – SE

Poor self-esteem causes low self-confidence and is the result of a variety of factors. Over time these problems can seriously hamper an individual's personal and professional life. It can also give rise to stress and anxiety, resulting in negative thoughts, beliefs and behaviour which further exacerbate the problem.

What is 'Improving the Self-Esteem of Others'?

Improving the self esteem of the colleagues we work with can have a significant and lasting impact on their happiness, humour and professional effectiveness. We can show your staff how to focus on improving the self-esteem of others (and themselves) for improved results in the workplace – and in their own lives.

The Course

This **1 day course** looks at what causes low self-esteem and explores ways to help others to improve their self-esteem by our interventions, using their own innate resources. You are also taught how to manage your own and others' stress and anxiety and help them to have a positive attitude by changing their thoughts, beliefs and actions.



The Content

- Course notes and handouts
- MP3 recording to enhance self-esteem
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- What creates low self-esteem
- Impact of negative thought patterns
- Factors that can maintain low self-esteem
- Changing thoughts, beliefs and attitudes
- Recognising and dealing with self pity/martyr complex
- Focusing on positive qualities
- Maintaining improved self-esteem

What will it cost?

£450 per delegate.

Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.



Therapeutic Relaxation Techniques for Staff - TRT

Over recent years, it has become the norm to provide counselling for some staff who may be experiencing difficulties. This can be a real life-line and for some, it is vital. We are often convinced that it is our only option but when managerial staff are trained to understand the structure and cause of emotional problems and to use indirect and direct therapeutic skills in their everyday interactions and communication, we can tackle problems before they get so big, reducing the need for formal counselling or psychotherapy

What is 'Therapeutic Relaxation Techniques for Staff'?

Developing and using therapeutic relaxation techniques will help you to enhance staff emotional well-being, resulting in improved motivation and improved standards. **And everyone will smile more!**

The Course

This **1 day course** shows you how to use simple, effective therapeutic relaxation techniques indirectly and directly in your work with colleagues. By implementing these in daily routines, your company culture will immediately become less disrupted by absence, conflict and tension as well as becoming more empathetic, emotionally intelligent and successful. Managers can be very useful in implementing the more direct approaches but this course is suitable for absolutely any member of staff and you will be shown how to use the skills in a way that is relevant to your role. Principles of psychology, psychotherapy and NLP are applied. Businesses will need to decide how to implement the techniques and agree the delivery method.

The Content

- Course notes and handouts including 2 MP3 recordings to use with pupils
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- The structure and cause of emotional problems, negative behaviour & thinking
- Separating individuals from their problems
- Why people need relaxation strategies
- How to reframe beliefs, thoughts and difficulties
- Ways to deliver simple, effective indirect and direct techniques
- Different therapeutic strategies and why they work
- Using the techniques in your own role
- Using objective criteria to assess impact

What will it cost?

£450 per delegate. Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.

Hypno/psychotherapy sessions for individual staff can be booked to support the impact of this training. See page 7 for more details or call to discuss your needs. All our hypno/ psychotherapists are fully qualified to national standards, insured and registered with the Department of Health through the Complementary and Natural Healthcare Council

"Hypnotherapy is supported by more scientific research than any other complementary therapy"
(The Which? Guide to Complementary Therapies, 2002)¹¹

Recognising and Dealing Effectively with Workplace Bullying – WB

Workplace bullying devastates lives and destroys relationships in organisations and can happen to anyone whatever their role. It comes in a number of forms ranging from obvious aggressive harassment, to exclusion and even subtle but insidious malicious tactics which can be hard to quantify. This serious issue is often ignored by managers out of fear or is ineffectively 'smoothed over' in a misguided attempt to help people to get along with each other. Not dealing with people's perceptions of bullying can result in costly staff absence, litigation and loss of reputation.

What is 'Recognising and Dealing Effectively with Workplace Bullying'?

Bullying needs to be consistently addressed and dealt with properly. We all like to think that bullying wouldn't happen in our workplace but this ignores the dynamic nature of the issue which can have a catastrophic impact on individuals and the culture of the company. Being seen to take the matter seriously is a great indicator of the high regard for staff well-being.

The Course

This **2 day course** deals with the serious issue of workplace bullying and is appropriate for managers who want to prevent bullying from arising or for anyone who feels they are a victim of bullying. We teach you to support and improve the self-confidence of those involved and will ensure that you are better prepared should you ever be the target. We discuss how to recognise problems which the victim often prefers not to acknowledge for fear of reprisal or losing their job until it becomes 'too big to handle'. You are shown how to distinguish bullying from other workplace tension and managerial actions and how to help yourself and others to resist and challenge it. We also show you how to help staff understand and deal with problems like stress and anxiety caused by bullying. We provide a wealth of resources for people to help themselves.

The Content

- Course notes and handouts including an MP3 recording to help anyone suffering the feeling of being bullied
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- What is bullying?
- Recognising the signs/proving bullying
- Supporting people to ask for help
- Strategies for discussing, challenging and combating bullying
- Improving self-confidence
- Resisting bullying in the future
- Dealing with stress and anxiety
- Managing your emotions when dealing with this sensitive issue
- Mediation techniques

What will it cost?

£650 per delegate. Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.

Hypno/psychotherapy sessions can supplement this training for staff feeling the impact of bullying (see p7). All our hypno/psychotherapists are fully qualified to national standards, insured and registered with the Department of Health through the Complementary and Natural Healthcare Council

"Research shows scientific evidence for hypnotherapy...by using hypnosis, people can perform prodigious feats of will-power and self-healing".

Health Education Authority

Managing Your Stress - MS

Stress pervades modern life and is especially common in highly-pressured business and corporate environments. Front line support staff are often overlooked when the problem of stress is considered and this course is equally suitable for all staff as it can be adapted according to your specification. Stress can have serious detrimental effects on the well-being and/or mental health of employees (and indirectly then, on customers and productivity) and needs to be addressed objectively on a regular basis. This course will help you meet your legal duty of care for anyone suffering with stress.

What is the 'Managing Your Stress' Breakthrough Day?

Our 1 day course will tackle and help resolve personal and workplace stress before it takes hold and damages the individual and the company. The aim of this enjoyable, enlightening and uplifting course is to show you how to be your own highly effective life coach. You will learn how to explore and evaluate those areas of your life that may be out of balance at present and address those issues in order to achieve work-life balance and lead a happier, healthier life. It will also give you a better understanding of who you are. You will learn and understand how to:

- **Take responsibility** for improving your physical and emotional well-being
- **Avoid pitfalls** by identifying knee jerk habits and negative attitudes that add to the stress you experience at work.
- **Use better communication skills** to ease and improve your relationships with management, colleagues, customers and competitors
- **Relax effectively and see the positives**, feeling the benefits of a new way of viewing old issues

The Course

The course provides an insight into the nature of stress, its effect on the person and the consequences of not addressing excessive stress effectively. It shows you how to deal with the effects of stress and how to take proactive measures to prevent some of the consequences of personal and workplace stress which take their toll on the individual and the company as a whole. Participants will be shown how to take responsibility for their well-being and given strategies for this.

The Content

- Course notes and handouts including a relaxation MP3
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- Understand positive and negative stress
- Recognising and responding to signs of stress
- Effective communication skills
- How generalised anxiety develops
- Effect of stress on performance and others
- How needs are currently being met
- How to meet your needs appropriately
- Utilising feedback effectively
- Relaxation techniques
- Self-care strategies
- Setting and reaching personal goals

What will it cost?

£450 per delegate. Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.

Overcoming Fear of Public Speaking – PS

Public speaking and giving presentations are an integral part of some employees' job descriptions. However, many people struggle with this aspect of their work and allow it to hold them back from progressing in their career, wasting passion and talent.

What is 'Fear of Public Speaking'?

Poor presentation can cost the organisation potential profits. People can be overcome by irrational fears and nervousness and feel at the mercy of the human stress response at the crucial moment (dry mouth, blank mind etc.). This can cause major self-doubt and shatter self-esteem.

The Course

This **1 day course** shows you how to be well-organised and thoroughly prepared from a practical point of view and how to be mentally well-prepared and focused, in the same way as top athletes mentally prepare themselves in advance for peak performance.

The Content

- Course notes and handouts including an MP3 recording to embed positive expectations
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- The importance of great preparation of material
- Physical and mental preparation
- Process and result imagery
- Guided visualisation skills and post-hypnotic suggestions
- The biological explanation of the anxiety symptoms
- Getting and staying 'in the zone' before and during the event
- Mindfulness
- Improving self-confidence

What will it cost?

£450 per delegate. Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/bespoke training.



Mindfulness in Your Life and Career – MLC

What is 'Mindfulness'?

Mindfulness means being present in the moment and being attentive, moment-to-moment, to your thoughts and feelings during everyday activities without judgement or negative self-talk. Mindful living and working can help you face life's challenges with greater resilience and live a more meaningful, balanced life. It can make you considerably more effective in the workplace as you learn to watch your own and other people's reactions and become expert at mastering self-awareness.

The Course

The aim of this **half day workshop** is to help individuals acquire the skills of mindfulness and apply them to their everyday activities. Mindfulness can promote greater self-understanding, calmness and clarity of vision. The simple yet powerful principles of mindfulness can be beneficial to everyone.

The Content

- Course notes and handouts including 2 MP3 recordings
- Information and techniques to use and share
- Practical exercises
- Certificate of completion

What you will learn

- The background to mindfulness
- What mindfulness is
- How mindfulness works
- The role of mindfulness in daily activities
- How to practise mindfulness
- How stress interferes with your life
- How to work with your stress, fear and anxiety
- Using mindfulness to achieve your career and life goals

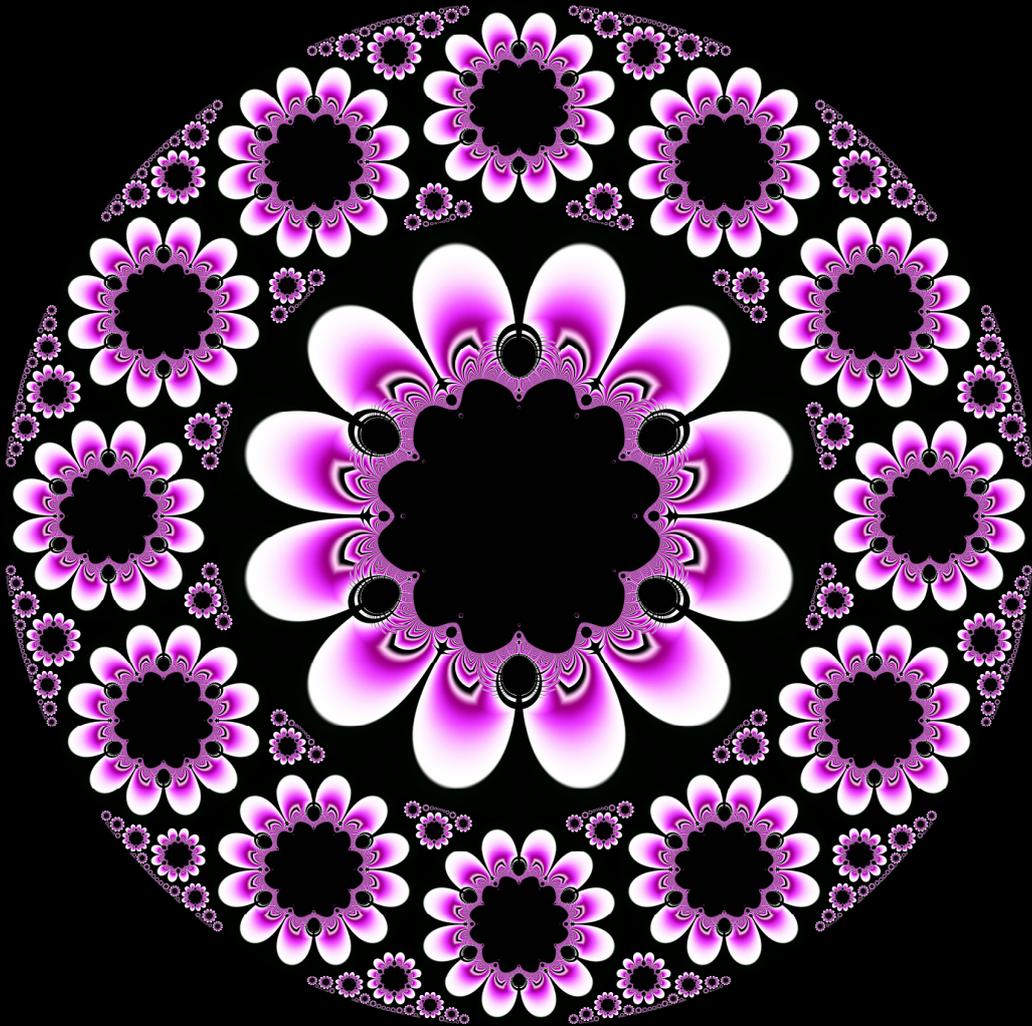
What will it cost?

£220 per delegate. Multiple-booking discounts can be negotiated.

What now?

Call 01273 252559 or email sunshine@breakthroughdays.co.uk to ask any questions, discuss dates and negotiate multiple-booking discounts or in-house/ bespoke training. Complete the online, downloaded or printed booking form and return with payment.





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