

HOW TO MANAGE STRESS IN EVERYDAY LIFE

SmartStyle
Training

Most jobs will have some pressure and this is what challenges us and gives us the stimulation to achieve job satisfaction. This sort of pressure is healthy and helps us do a better job, but in some cases that pressure goes beyond what is stimulating into what becomes toxic. This course looks at the how to cope with those pressures, both at home and at work, to give a well-rounded person confident to respond to any issues put before them.

Module One – Understanding Stress

- ▶ What is stress
- ▶ Stress disorders and theories
- ▶ Stress management and psychology
- ▶ The nature of unhealthy stress at work
- ▶ Habits to manage stress

Module Two – Recognizing the Stress Indicators

- ▶ Identify your triggers
- ▶ Managing our time at work
- ▶ Recognizing stress
- ▶ Avoid overreacting to pressures, anxiety, depression and fear
- ▶ Coping with stress
- ▶ Building mental fitness

Module Three – Ways to Manage Stress Better

- ▶ The impact of stress on the team
- ▶ Skills for achieving a personal balance at work
- ▶ Effective management of the priorities and demands on your time
- ▶ Communication skills to diffuse upsets and conflict
- ▶ Developing a preventative rather than a remedial approach to problems
- ▶ Attitudes and beliefs which will actively promote improved performance
- ▶ Understand the importance of the whole person

Module Four – Finding Happiness & Reduced Stress

- ▶ Five ways that people live their lives
- ▶ Where does happiness come from
- ▶ Ways to bring happiness and fulfilment into every day life

Duration: 1 Day

Target Audience:

This course is designed for anyone who finds workplace pressure is excessive and feels inadequate or unable to cope with the resultant stress.

Objectives:

This course enables delegates to understand the processes which will make them more effective and increase their confidence and sense of achievement