



Assertiveness Training

The Assertiveness Training course is designed for those who want to be a better team player and leader. This course focuses on communication and leadership. It will teach you how to communicate effectively and how to improve your leadership skills. This course also gives you more time for team building and enhances your communication skills so that you can lead your team better.

Assertiveness training courses can be tailored to suit your needs. A good example is a project that you are undertaking, where in some of the tasks you are doing, there is the need to be assertively leading the other team members. The Assertiveness Training course will teach you how to lead in a competent and assertively manner and will teach you to express yourself constructively.

In the Assertiveness Training course, you will learn some important communication skills. One important skill you will learn is “boundaries”. Setting and imposing boundaries is very important when leading a team. This is because you need to ensure that you set boundaries so that others do not cross these lines. Setting these boundaries will also help you maintain consistency and this is very important in every team.

Course Overview

You will spend the first part of the day getting to know participants and discussing what will take place during the workshop. Students will also have an opportunity to identify their personal learning objectives.

At the end of this one-day workshop, participants will be able to:

- Define assertiveness and self-confidence, and list the four styles of communication
- Describe the types of negative thinking, and how one can overcome negative thoughts
- Explain the difference between listening and hearing, and understand the importance of body language and questioning skills in communication
- Define the importance of goal setting, and practice setting SMART goals for assertive behavior
- Utilize methodologies for understanding your worth -- and the use of positive self-talk
- List reasons why a pleasing appearance and body language are critical for creating a strong first impression
- Practice sending positive communications phrased as "I-Messages"
- Use the STAR model to make your case during a presentation challenge
- Display rapport-building skills through assertive methods of expressing disagreement and consensus-building techniques
- Practice strategies for gaining positive outcomes in difficult interpersonal situations.

Definition

In this session, participants will know the definition of assertiveness and its characteristics.

Obstacles to Our Goals

In this session, participants will learn how to react to obstacles and the reactions that should be kept in check.

Communication Skills

During this session, participants will learn the strong communication skills that are essential for assertive interaction with others.

The Importance of Goal Setting

In this session, participants will learn the importance of setting goals to provide an incentive and helps to push them into completing the goals they set.

Feeling the Part

Participants will know how to stay positive despite their weaknesses and feel the confidence.

Looking the Part

In this session, participants will learn the importance of looking their part as it will help them to improve and be more assertive and boost confidence.

After the Session

During this session, participants will learn the next steps that they should take after delivering constructive criticism to an employee.

Sounding the Part

During this session, participants will know the importance of voice quality and voice message to be more effective in assertion and communication.

Powerful Presentations

In this session, participants will learn how to give powerful presentations. They will be taught the essential factors in delivering powerful presentations.

Coping Techniques

In this session, participants will learn the variety of coping techniques to deal with the challenges of interpersonal communication.

Dealing with Difficult Behavior

This workshop will help the participants to know about the difficult personality with whom they have had to deal with, either at work or in personal lives.

Workshop Wrap-Up

At the end of the course, students will have an opportunity to ask questions and fill out an action plan.

Visit <https://paramountraining.com.au> for more information or call 1300 810 725