



## SELF-MANAGEMENT FOR YOUNG PROFESSIONALS

### Objective

Young professionals are the future of our society and organizations! As a result, they feel the immense pressure to perform. This program aims to help you meet the challenges that lie ahead.

By the end of the training, participants will be able to:

- Understanding your personal way of working
- Insight in how organisations work
- Dealing with workload / stress
- Improved time management
- Effective communication
- Use of personal profiling and presentation
- Collaborate powerful and purposeful
- Showing personal leadership

### Summary of content

Self Management for the Young Professional is a development program with the following building blocks:

- **Workshops**, topics that will be discussed: personal effectiveness, organizational sensitivity, workload and stress management, time management, communication, profiling and presentation, results-oriented collaboration and personal leadership.
- **One-to-one coaching**: with focus on individual learning objectives.
- **Homework**: after each workshop and coaching, participants will receive an assignment.
- **E-learning**: the program can be supported by our online training programs.
- **Buddy system / Peer coaching**: a buddy-system is set-up to support each other during the program.
- **Feedback to the management**: at the end of the program we provide the management with feedback on the overall program and we give advice on how to proceed.

### Structure

The program includes workshops and personal coaching sessions over a period of 4-6 months. The program is developed in collaboration with your organization.

### Recommended participants

Suitable for all office and knowledge workers between 20 and 35 years old.