

Stress Matters - Why take stress seriously Management workshop

Workshop overview and aims:

This interactive workshop intended to raise managers' awareness of stress and the issues around it, covers "stress matters" in various ways and has four primary strands.

- Raising awareness about stress, its causes and the consequences for individuals and the organisation.
- Exploring the responsibilities and duty of care for managers and directors around stress issues
- Helping the participants to identify situations and symptoms which might indicate potential stress problems and how to handle these in a preventative manner
- Providing insights and tools to help the participants deal effectively with pressure and stress situations for themselves

The overall approach will provide knowledge plus practical ideas and information for immediate application in the workplace. There is a balance between a pragmatic, business emphasis and a personal development aspect for the participants to improve things for themselves. The process is split into a 2 day workshop with a 1 day follow-up approximately 8 weeks later. There is support in between the two parts and an option to make it on-going for a period after the workshop.

Workshop objectives:

By the end of the workshop the participants will:

- Understand what stress is and how pressure can be used to positive effect
- Understand the impact of stress on organisational performance and the direct and indirect costs
- Recognise their responsibilities relating to stress within the workplace
- Know the HSE Management Standards around stress and what is required to operate within these
- Be clear about the organisational culture and whether it is "healthy" or "unhealthy" – and what they need to do to make it healthy
- Appreciate how many behaviours can be interpreted as bullying
- Recognise the benefits of assessing the situation within the organisation using audits
- Know how to spot the symptoms of stress within the workplace
- Understand the sources of pressure and how they can impact on people
- Appreciate how personality style impacts on response to pressure

- Have established their own sense of purpose and what they need to do to improve their fulfilment of it
- Have considered their belief and value systems and identified any conflicts within these
- Have identified their core values – and planned to ensure that their life is enabling them to meet these
- Know how they can add more options to their beliefs to reduce the effect of limiting beliefs
- Be able to set and work towards achievable outcomes which will help them to feel a greater sense of alignment towards their purposes and values
- Be aware of a range of coping mechanisms which can help to reduce the negative impact of pressure
- Have acquired some techniques for changing their state of mind where appropriate
- Know how to use these tools to support others when they are coming under pressure
- Take a more proactive role in helping their own teams to handle pressure in a positive manner
- See a reduction in stress related costs within their organisation
- Have a personal action plan for immediate implementation

Who should attend?

Managers and directors who need to understand more about the implications, costs and consequences of stress within their organisation or who want to be able to manage pressure and stress for themselves and others.

Training methodology:

Although part of the workshop is informative and looks at the area of stress management at an organisational level, there is also a significant amount of personal work. To get the most from attending, the participants need to be very open with the way they look at their organisation, themselves and to be willing to work on their own situation. We combine input sessions with self-assessment tools, behavioural models, fundamental stress management approaches, planning and self-management tools, relaxation techniques and NLP.

A core component of this programme can be a one-to-one session with an experienced consultant/health practitioner. It is also our intention to offer option sessions to ensure that individual as well as group needs are met



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Workshop content:

What is stress?

- the definition
- the causes
- the consequences and costs to your organisation, direct and indirect

Your responsibilities

- duty of care
- legislation, current and possible
- HSE criteria and recommendations, the Management Standards
- exercise

The organisational culture

- stress creation or stress prevention?
- why it matters
- what is happening in yours?
- unhealthy culture v healthy culture
- creating a healthy culture
- exercise

Assessing things

- risk assessments
- exercise
- stress audits
- implications

Symptoms and signs of stress

- business indicators
- spotting symptoms in others
- exercise
- spotting symptoms in yourself

A model of pressure management

- the nature of stress
- contributory factors, the causes
- alignment and balance
- managing pressure model

Personal styles and reactions

- the different personality types
- exercise
- people's response patterns

My sense of purpose

- self concept
- personal awareness and expectation
- exercise



Outcome setting

- creating well-formed goals
- identifying obstacles and gaining commitment
- exercise

The impact of beliefs and values

- limiting and empowering beliefs
- changing beliefs – and keeping the change
- identifying your own values
- where are the conflicts?
- exercises

The power of state

- managing your own emotions and attitude
- self-talk, what do you say?
- how to take control
- exercises

Managing the environment

- dealing with change
- proactive or reactive?
- powerful or powerless?

Follow-up day

Plan to reduce your stress

- take control of your time and life
- deal with what is reasonable
- your circle of influence
- keeping things in perspective

Coping strategies

- what are the options?
- which do you like?
- exercises
- looking after yourself, lifestyle, diet, exercise etc

Supporting others

- spot the symptoms
- understand their style
- giving feedback
- be supportive
- be there for them, daily talk and actions
- create the environment

Evaluating the improvement

- personal
- organisation

Personal action plans, close