



## KEEPING YOUR COOL UNDER PRESSURE RETURNING TO BALANCE AMONG WORK AND PERSONAL LIFE

### OBJECTIVE:

Help participants understand how to return to and achieve work / life balance. This session helps participants to recognize when they are out of whack (or balance) and how to restore harmony and serenity to their personal and professional worlds.

### STRATEGY:

Participants define their impact factors that lead to an imbalance of behavior through lecture, exercises, group discussions and assessment tools. Participants also create action plans to help them recognize and respond to balance more productively.

### HOW THIS WORKSHOP HELPS:

Today's professional are expected to be the "superheroes" of corporate America. They are being tasked to do more with less and have to then continue to do it all. The likelihood to get "out of balance" is very probable. When we are "out of whack", then we are unable to function in that areas that we deem important. During this session, participants will become aware that even successful people struggle with the competing demands of pursuing a career and having a meaningful existence outside of work. Many times we ask ourselves, "Is there life outside of work?" Through helpful exercises and instruction this workshop will assist individuals in the worthwhile task of getting their lives back together so they can be successful in all areas.

Specifically, the participants of this workshop will be able to:

- Why balance is so difficult
- Where they fall on the balance scale
- How to evaluate the three main areas of their life; work, social and personal
- To identify the areas that need attention
- The role guilt plays in destroying balance
- The importance of formulating goals for these areas
- Ways to activate these goals on a consistent basis.

Each participant will learn how to immediately apply these techniques and lessons to create better balance between professional and personal life.



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### PARTICIPANTS RECEIVE:

- Coaching throughout the session
- Evaluation of strengths/areas for improvement
- A workbook/reference manual

### LENGTH:

Half-day workshop.

### CLASS SIZE:

Maximum class size is 16 participants.

### EXPENSES:

The Training Edge, LLC will be reimbursed for all reasonable travel expenses for airline and ground transportation, hotel accommodations, meals, parking, tips and shipping of materials.