

THE SELF LEADERSHIP INITIATIVE

**Self development training
to unlock your potential**



Universities and Student Unions Packages

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Overview

Universities and Students' Unions are built around people. This comes with all of the joys of collaboration, fresh ideas and personal growth, as well as the challenges of ever-changing members and officers, managing relationships and ensuring that all voices are represented.

Here at the Self Leadership Initiative, we are passionate about helping people to unlock their potential. We strongly believe that being an effective leader is all about starting with the self. This means developing the soft skills that help leaders to:



- Manage their interpersonal relationships effectively
- Motivate themselves and others around them
- Communicate clearly and sensitively with others
- Set and meet goals efficiently
- Have a strong sense of personal wellbeing and core values

We have been working with student officers, reps, ambassadors, lecturers and HE staff for the last three years. In our experience, when members of these groups can bring their best selves to the table, the positive ripple effects can be seen in the wider student body.

Our workshops are designed to develop the core capacities of your team members, identify gaps for further growth and lay the foundation for creating a positive culture change within teams. We take models from management, business, psychology and self-help and deliver them in interactive and practical ways using role play, discussions, problem solving scenarios and action planning. This engaging approach allows participants to start practicing and implementing skills immediately in their context.

Building Your Package

We pride ourselves on building bespoke workshops in order to meet your specific aims and objectives. This brochure outlines our training topics which can be delivered 'as is' or can be adapted and merged to create a personalised programme of events.

The *Recommended Sessions* pages show examples of topics which compliment each other to create full days or half days of training for specific audiences. If you have a particular training need which is not listed here then please do enquire as we love to design new sessions.

Stages of working with us:

1. We identify your needs with an initial discussion. This is used to identify the skills you want to develop, the specific purpose (e.g. preparation for a particular event / campaign), audience and time requirements.
2. We write a proposal for your event stating the activities, objectives and logistical details for your approval.
3. We come to your site and deliver the training, providing all resources and handouts.
4. After training you are sent a summary report containing the collated feedback from the participants who attended the session



Our training starts from as little as £20 a head so please do not hesitate to get in touch to discuss your needs.

Case Studies

"Gemma delivered a really engaging session on Facilitation and Coaching for my Student Peer Trainers. Her methods of training delivery were exceptional and she had a really good connection with the students because I believe she knows how to engage with students within Higher Education. My students came away from the session with nothing but praise about the session and they felt equipped with the skills and knowledge they needed to be effective Student Peer Trainers."

- Douglas Muzawazi, Skills & Development Manager

"I attended a Self Leadership Initiative Programme when I was in my first year of university, starting out in my independent adult life and as an officer in my student union. I wanted to know how to lead and facilitate, and work towards goals (independently and as a team) in a meaningful way. Being more aware of myself, the ways in which I like to work and in which I work best have no doubt helped me in all areas of my life. It has also allowed me to relate more meaningfully to people around me in team and group settings, and thus has made me a better leader and facilitator. I ended up being on my student union for two terms. I have facilitated evaluations in my university and Student Union using techniques and skills I learned."

- Ted Simonds, Student, New College of the Humanities, Media and Communications Officer

"Gemma has the unique ability to communicate complex and life changing information in simple, understandable and FUN form. If you employ people whose skills and qualities you wish to develop or if you desire personal development the SLI workshops WILL deliver measurable improvements."

- Jane Swain LLB, Workplace Mediator

Mindful Time Management (2.5 hours)

Making time for your work life balance.

Getting the most out of the working day is about so much more than the hours spent on tasks. To truly manage your time effectively you must understand your lifestyle as a whole.



Our guided reflection will help you to understand and balance the different compartments of your life to help you fulfil your potential.

Participants will:

- ✓ Explore identity and how it relates to current goals
- ✓ Recognise why some goals seem to never be achieved
- ✓ Find discrepancies between goals and current productivity levels
- ✓ Use a time management model to organise tasks
- ✓ Understand and explore time blocking models
- ✓ Set tangible and effective goals for the week ahead

This workshop is ideal for:

- Finding a better work - life balance.
- Having a more productive working week.

“I like how much easier it is to manage time now, unlike before where my tasks were flying everywhere. It made me think about what my hats say about me and how my values can be prioritised in different settings.” - **Hood Ssempebwa, Teacher**

Goals and Motivation (3.5 hours)

Confidently set your direction in life.

Goal setting can sometimes seem arbitrary or daunting, especially if they are only work related. Explore ways of setting meaningful and varied long term goals in order to give yourself direction.

Next, you will learn about motivational styles, action planning setting routines in order perform at your best and stay on track.

Participants will:

- ✓ Set a range of holistic long term and short term goals
- ✓ Understand different models of goal setting
- ✓ Use basic NLP (neuro-linguistic programming) techniques to frame goals in a motivating way
- ✓ Learn a model of self motivation to enhance performance
- ✓ Leave with a practical action plan of next steps

This workshop is ideal for:

- Planning goals with a healthy long term work life balance.
- Getting motivated for big projects, deadlines and challenges.
- Using techniques to help motivate others on your teams.



“It made me think of how much I procrastinate and how much better I would feel achieving more. I use what I learned to work smarter and plan my days / week, starting today.” - **Paula Lactott, Examinations Team Leader**

Authentic Leadership (3 hours)

Leading from the inside out.

True leadership is about more than delegation, accountability or setting the agenda. An effective leader must be able to set an inspiring vision and create a relationship with followers to empower them on their journey. This workshop explores the wider scope of leadership and utilises role play and personal reflection to help participants feel confident in the way they will lead others moving forwards.

Participants will:

- ✓ Define the key components of effective leadership
- ✓ Understand six models of leadership style and when to use them to get the most out of teams
- ✓ Reflect on their natural leadership style and the challenges and successes that come from it
- ✓ Identify their guiding principals and virtues as a leader in order to lead authentically

This workshop is ideal for:

- New leaders who are still identifying their leadership style
- Developing better rapport in leader-follower interactions



“The workshop made me reflect on when to take a leadership role and when it is appropriate to step back. I will take away a better consideration of the personality types and how to work with them.”

- **Christina Franklin, Women's Officer**

Team Virtues (1.5 hours)

Setting a high standard for working in partnership.

One of the challenges of team work is working harmoniously with people with different skills, opinions and motives. Starting from the outset with an agreement of how to work together and treat each other provides clarity and robustness to everything a team does.



Participants will:

- ✓ Explore what is meant by virtues, values and principles
- ✓ Identify individual virtues guiding their behaviour
- ✓ Explain, negotiate and agree on a set of team virtues
- ✓ Action plan how to implement these virtues in governance and team interactions

This workshop is ideal for:

- New teams / working groups with long term professional goals
- Diverse groups who will have to engage in challenging discussions
- Existing teams who are lacking harmony and shared ideals

“Starting from the self made me think about my own approach to leading & managing issues. I have a lot to work on to disentangle things within the self. I am going to connect individual virtues and principles to everything I do.” - **Amanuel Woldesus, Integration Manager**

Models of Team Dynamics (2.5 hours)

Analyse and improve the way teams function.

Jumping straight into an engaging team task gives a realistic picture of your existing responses in teams. This can be compared to formal models of team dynamics in order to raise awareness and provide ideas for new roles, new ways of communicating and how to respond when your team experiences barriers or conflict. These are then applied to a second round of team activities.



Participants will:

- ✓ Understand two different models of team dynamics.
- ✓ Analyse their natural role in a team along with its strengths and weaknesses
- ✓ Explore why teams may get stuck or experience conflict.
- ✓ Practice negotiating and communicating during a number of team activities

This workshop is ideal for:

- Developing more efficiency in work teams.
- Gaining a broader range of communication styles in a group.
- Breaking existing patterns in communication style.

“I liked that the session was very interactive and incorporated all aspects of teamwork – It was really easy to stay focused. I will take away the ability to liaise better with people on a professional basis.”
- **Poppy McAllister, RAG President**

Personality In Teams (1.5 hours)

Understanding how to make the most out of your team members.

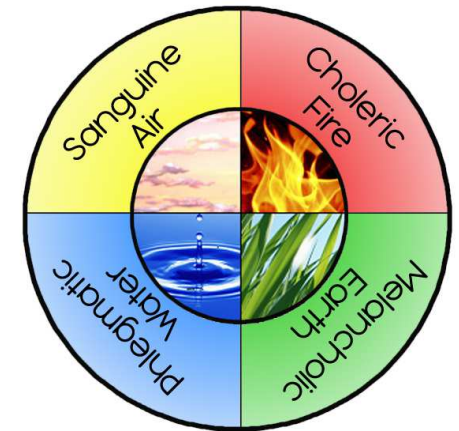
By analysing role plays, you will explore a simple but effective four type model of personality which can be quickly put to use in group work. Understanding how different personality types are motivated, strive for goals and tackle challenges allows for more harmonious team interactions.

Participants will:

- ✓ Understand a psychological model of personality archetypes
- ✓ Reflect on how personality archetypes influence team behaviour
- ✓ Analyse their typical role within a team and what skills and traits they contribute
- ✓ Reflect on how to be a more effective team member in the workplace

This workshop is ideal for:

- Developing greater empathy, understanding and communication in existing teams.
- Building rapport more quickly in networking and interview situations.
- Allocating team roles based on strengths.



“I enjoyed the way the workshop built us up as a team and gave us time to communicate with each other. It made me think about different types of people and how they might work together.” - **Adam Woodward D&S Faculty Rep**

Facilitation Skills (3.5+ hours)

Techniques for hearing all voices and engaging the room.

When working with large groups of people, a great challenge can be making sure that all people have a fair platform to share and feel safe to speak up. This training session will allow you to test out a toolkit of practical ways to encourage engagement. This training is best when tailored to the type of facilitation contexts that you will need. For example:

- Idea generation
- Project management / team organisation / working groups
- Officers / Reps collecting ideas and issues from the student body
- Facilitating keynote speakers, panel discussions and networking
- Gaining evaluation / opinion data from live groups
- Ice breakers / name games

Participants will:

- ✓ Learn how to use pacing to keeping participants engaged
- ✓ Explore a range of facilitation tools tailored to their context
- ✓ Practice facilitating groups in role plays and simulations
- ✓ Understand the importance of befriending and setting ground rules
- ✓ Explore strategies for tackling challenging behaviour

This workshop is ideal for:

- Trainers, facilitators, managers, campaigners and team leaders.
- Anyone who regularly manages groups of people.

“I liked the way we worked in teams on a range of activities. I had the chance to think about how to deal with difficult situations, challenging behaviours and how I can approach students better. I will use these skills when I am delivering workshops as a student trainer.” - **Kamila Bashir, Student Trainer**

Coaching Skills (4+ hours)

Using questioning to help people find their own answers.

The key principle of coaching is that the solution lies within the coachee. A skilled coach is able to help others to recognise their own feelings, challenges, options, action plan and to self monitor throughout to be in charge of their own change.

Participants will:

- ✓ Develop the individual skills of coaching: effective questioning, building rapport, empathising, summarising, reflecting, active listening and giving specific feedback.
- ✓ Practice using coaching techniques to support others through activities and discussions.
- ✓ Experience being coached.
- ✓ Use peer feedback to identify areas for development.



This workshop is ideal for:

- Trainers, facilitators, counsellors and learning mentors.
- Anyone who regularly manages groups of people.

“Learning about coaching and how it works made me reflect as a student trainer. I liked developing new approaches to problems when delivering sessions and considering the possible solutions.” - **John Holt, Student Trainer**

Conflict, Negotiation & Difficult Conversations (5+ hours)

Sensitively and assertively finding routes to collaboration.

Explore barriers to harmonious communication such as conflict hooks, hurt feelings, unclear motives or lack of information. Then learn communication techniques to carefully overcome these issues. With a range of light hearted communication games and detailed role plays, you will be able to recognise your own patterns of communication and apply negotiation models for respectfully reaching better outcomes.

Participants will:

- ✓ Know the 6 conflict hooks
- ✓ Understand different types of negotiation outcome
- ✓ Learn to prepare for a difficult conversation
- ✓ Understand and develop active listening skills and empathy for others
- ✓ Engage in a number of negotiation games and role plays to practice their skills



This workshop is ideal for:

- Creating more understanding and harmony in workplace teams.
- Individuals who regularly handle difficult conversations.
- Building assertiveness and the ability to find win-win outcomes.

“I’ll take away the importance of encouraging collaboration towards a common goal rather than acting as two teams. I will go over the head, heart and hand information when someone explains their conflict. I loved how interactive it was and how I got to work with everyone in the room.” - **Sally Carter, Societies Coordinator**

Networking Effectively (2.5 hours)

Building constructive and connected relationships.

This workshop focuses on the crux of good networking; how you make the other person feel. Practice seeking to understand others before making your own point and listening on three levels so that you can develop more meaningful connections.

Participants will:

- ✓ Understand and develop active listening skills
- ✓ Raise awareness of non-verbal communication
- ✓ Ask constructive questions to get the most out of conversations
- ✓ Respond to verbal and non verbal feedback appropriately
- ✓ Apply the skills in networking role play scenarios

This workshop is ideal for:

- Public facing roles such as student reps or ambassadors.
- Preparing for conferences and networking events.
- Developing confidence when meeting new people.

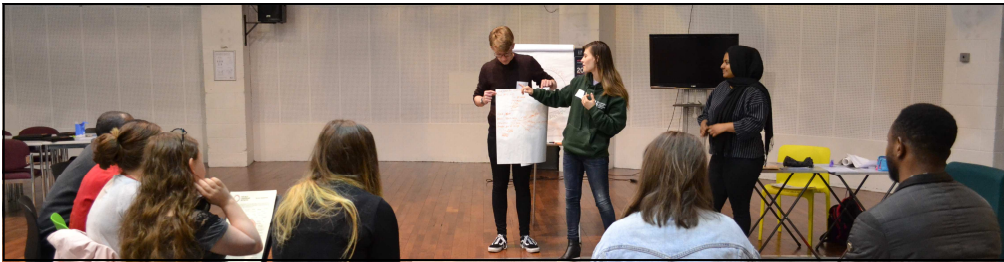


“I liked how the workshop was very interactive and engaging. It pushed me out of my comfort zone and highlighted key communication skills to improve networking. I spoke to others with a conscious mind of what I was saying and how I was acting – what body language I did well and what I need to change.” - **Molly Brewster, Student Ambassador**

Public Speaking (3 hours)

Using body language and voice tone to get your message across.

Public speaking can generate nerves for many people. This workshop develops more confidence by focussing on the body language and voice tone rather than what is said, breaking down some of the barriers to self-expression. Participants will use role play to explore different styles of communicating to make sure their message is assertive, clear and is tailored to their audience's needs.



Participants will:

- ✓ Understand channels of communication.
- ✓ Learn and practice models of body language and voice tone
- ✓ Develop confidence through a range of public speaking activities
- ✓ Use the techniques from the workshop to deliver a short presentation to the group

This workshop is ideal for:

- Boosting confidence when speaking in front of others.
- Developing the skills needed for campaigning, interviews, sales pitches, presentations and networking.

“The workshop covered concepts that I hadn’t thought of as being important in communication before, such as having a ‘trenched’ stance. It has made me more aware of my body language when presenting.” - **Salma Ghafoor, Student Ambassador**

Preparing A Speech (2.5 hours)

Using story telling to connect with your audience.

When speaking in public you are often ‘selling’, whether it is yourself, a campaign, a product or an idea. Learn to write your message in a way that draws in your audience, connects with their needs and creates a call to action.

These skills will be put together at the end in short persuasive role plays where you can practice and gain constructive feedback.



Participants will:

- ✓ Understand persuasion techniques
- ✓ Know the difference between features and benefits in persuasion
- ✓ Explore a model for persuasive story telling
- ✓ Practice delivering a speech and gain feedback
- ✓ Explore what is meant by pacing the audience

This workshop is ideal for:

- People in persuasive roles such as campaigning, advocacy, debating, politics or proposal writing.
- People who have to regularly engage with others' needs.

“I liked that the session was very hands on and practical. I am going to use the body language tips and make sure that the story is simple, the message is clear and that I make it personal.” - **Luke Carver Goss, Social Secretary**

Recommended Sessions

Introduction to Leadership for Officers - Full Day

- Structured opportunities for teambuilding
- Understanding and experiencing models of leadership
- Creating a set of team virtues to use for the office year
- Action planning ways of working together over the office year: shared visions, leadership styles and group understanding

Ideal for the team to get to know each other just after election or at the start of office. Pair this with internal training on their responsibilities and SU procedures as part of induction training.

Effective Teamwork for Officers - Full Day

- Structured opportunities for teambuilding
- Understanding models of teamwork, personality & communication
- Identifying strengths, weaknesses and key roles within the team
- Opportunities to practice and analyse teamwork strategies

Ideal for the team to get to have a more in depth understanding of the way they work together, communication strategies and how they can support each other to achieve their goals.

Communication Skills for Reps and Ambassadors - Half Day

- Empathising with the needs and circumstances of their 'clients'
- Developing active listening to fully engage with individuals
- Using basic coaching techniques to identify speaker needs
- Using body language to put others at ease and build rapport

Ideal for individuals in 'public facing' roles who need to be a sensitive and professional touch point, support or information source.

Handling Difficult Conversations - Full Day / Two Days

- Theories and models of where conflict comes from
- In depth practice of active listening to support dialogue
- Understanding the process of effective resolution
- Role plays of workplace conflicts to practice conversation skills, both 1:1 and with a mediator
- Personal action planning of skills to continue developing in their specific contexts

Ideal for individuals who regularly deal with complaints or are in high pressure teams where difficult topics often need to be discussed.

Note: This is preventative training on the skills of having sensitive and constructive discussions. For teams already in a state of conflict, more time would be needed to resolve existing issues.



Delivering a Speech for Campaigners - Full Day

- Analysing the campaign process to ensure audience engagement
- Understanding models of persuasion and storytelling
- Practice adapting body language and voice tone for impact
- Coaching to draft, organise and edit the speech
- Practice delivering the speech with structured peer feedback

Ideal for election candidates, officers in post or advocacy workers to ensure that speeches are relevant, engaging and are always made with the audience's needs in mind.

Biography - Gemma Perkins, Director

***“You must be the change you wish to see in the world.”
- Mahatma Gandhi.***

Coming from a large family, I have always had a passion for helping people to grow healthy interpersonal relationships. I consider myself a serial educator – working in a variety of different contexts to deliver training that helps people to solve problems and develop their core capacities before creating change in their own environments.

My first-class degree in Psychology and PGCE in Teaching allow me to have a strong theoretical approach in scaffolding others’ learning at a rate that suits them and through a range of different methods. What sets me apart from other trainers I meet is my firm belief in learning through play. Working in the fields of youth leadership for 12 years and teaching for 6 years has taught me that everyone – adults and young people alike – grow more wholesomely when they can truly explore and experience a skill set in a safe environment through practical activity, games, role play and discussions. For that reason, you will often find me avoiding a PowerPoint in favour of a trolley of beanbags, blindfolds, spaghetti and other interesting resources.



I work with a broad range of clients looking to develop their own soft skills or those of their end users; student officers, political activists, graduates, refugee development programmes, community festival organisers, careers / higher education engagement managers and a range of third sector service providers.

I now work on an international platform having designed and delivered workshops with intergenerational and international audiences of 5-65 years, working with simultaneous language interpretation. I also consult with an international charity delivering peace education training (in person and online) as well as writing curriculum documents.

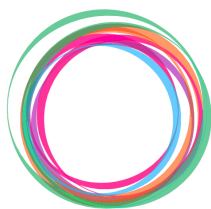
My vision for the future is that educational systems worldwide have a greater focus on soft skills, experiential learning and emotional intelligence as a core component of the curriculum so that everyone accessing education is empowered to reach their full potential.

“Gemma has an incredible capacity of designing and delivering fun, interesting and innovative workshops that teach young people how to take complex situations and break them down so that they become manageable. She has a great rapport with participants and a wonderful working relationship with all the different members of the team. Her dedication to creating holistic and activity-based training has helped many of the people involved in CATS unlock their potential by developing the soft skills they needed to be able to be truly engaged in the forum. Many found themselves standing up in front of large groups and facilitating for the first time.”

- Yakarah Attias, Head of Operations for the Learning for Wellbeing Foundation, CATS (Children as Actors for Transforming Society) Program.

“The Self Leadership Initiative provided a great programme where leadership is stripped down to its fundamental essentials and builds from the ground up. Throughout the course, Gemma and her team of mentors worked deliberately to ensure that we were comfortable and engaged. Ice breakers and activities were used effectively to absorb the principles discussed. Techniques from reading and portraying the right body language, to the importance of tone and the roles people play in group dynamics have helped me become a far more effective communicator, leader and most importantly team member.”

- Clive Matthews, Graduate Researcher



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your potential**

"I had the pleasure of recently attending a SLI workshop as part of a Students Union Induction Day. The first thing I noticed was a lack of PowerPoint, this was immediately impressive - a simple move that changed the feel of the room and instantly aided engagement, discussion and personal reflection. As the day progressed, we participated in a range of activities that enabled us to reflect and consider our new positions within the Students Union. As a result of this short workshop, I have an improved understanding of coaching, delivering a session and keeping on track. So thank you!"

- Marc Duffy, Student Trainer

To find out more or book your training please get in touch.

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The.Self.Leadership.Initiative



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