



CCC's Proposal to Organisations Stress Training: 'Recognising and Addressing Employee Stress' Half Day Workshop (3 hours)

Designed for:

Employees with responsibility of working in teams, managing staff and/or staff mentoring. The workshops are most effective if all attendees in one group have a similar level of responsibility.

Aims:

This half-day workshop is designed to enable participants to:

- Understand and identify stress
- Become aware of the signs of stress and how it can affect individuals
- Gain an understanding of ways of addressing stress in both yourself and others
- Share experiences of managing stress in others

Participants will derive most benefit from the workshop by being willing to give and receive feedback in small group work.

Overview:

- Pre- workshop questionnaire
- Stress – what is it?
- How to recognise it
- Impact on self, colleagues and business
- Personal stress audit and prioritising
- Review session to share examples of where stress might occur and how it can be managed
- On-going actions and support needs

Key Learning Points:

- What is stress?
- Impact on the workplace
- The impact of NOT taking action
- Recognising signs and symptoms
- Responding to signs and symptoms in self
- Responding to signs and symptoms in colleagues/employees
- How to encourage employees and managers to support one another in line with needs and ethos of each individual department.
- Relaxation techniques

Resources and Costs:

Sessions: One half day per group with follow up session if required

Maximum number of delegates: 8 per group

Cost: £450.00 per half day. For sessions taking place at the organisation's premises, an additional fee of £25 per hour travel time and 42 pence per mile fuel charge will also apply.

Duration: Half Day (3 hours)

Venue: On site at client organisation premises (suitable room to be provided)

Open to employees working in teams or with managing/mentoring responsibility



CCC Proposal to Organisations Stress Training: Managing Stress Lunchtime Learning Slot (1 hour)

Designed for:

All employees

Aims:

This one hour presentation is designed to enable participants to:

- Understand and identify stress in themselves
- Become aware of the signs of stress and how it can affect individuals
- Gain an understanding of ways of addressing stress
-

Key Learning Points:

- Causes and sources of stress
- How it affects an individual
- The physiological role of stress in humans
- The biology of stressors – healthy and unhealthy
- Healthy and unhealthy ways of dealing with stress
- Techniques to improve coping strategies
- Relaxation exercises
- How to reduce stress in their workplace
-

Resources and Costs:

Fee: £250 per hour. Discounts will apply for consecutive sessions taking place on the same day. For sessions taking place at the organisation's premises, an additional fee of £25 per hour travel time and 42 pence per mile fuel charge will also apply.

Duration: 1 hour per group

Venue: On site at client organisation premises (suitable room to be provided)

Open to all staff

Maximum number of delegates per group: 20 (depending on venue size and amplification possibilities)