

Stress Management

The Tao of Vitality

Based on 25+ years research, this program combines the best of East and West to give you dynamic strategies and techniques for improving the quality of your life.

Features includes:

- ☞ Understanding stress - causes and symptoms
- ☞ How stress affects your well-being
- ☞ How changing your perception dramatically improves quality of life
- ☞ Simple exercises for:
 - ☑ Relaxing the body
 - ☑ Quieting the mind
 - ☑ Increasing vitality
- ☞ 3 phases:
 - ☑ Passive - meditative & contemplative
 - ☑ Active - relaxation & breathing
 - ☑ Dynamic - movement & breathing



The *basic program* provides simple strategies for managing stress in your daily life, and covers causes, symptoms and effects of stress; includes the *passive* phase with effective strategies for quieting the mind, relaxing the body and improving personal outlook.

The *full program* provides integration of all concepts; it covers the basic program and progresses to the *active* and *dynamic* phases, providing strategies for long term health and vitality.

These programs are recommended for people seeking a holistic approach to well-being and a balanced, proactive lifestyle.



Tailored to Suit

Our specialised programs can be customised to meet specific organizational requirements. Content can be added, removed or altered to better reflect organisational policies and procedures and address specific issues with your workplace environment. We can even source and structure program content not listed here, to create from scratch a unique and specialized product that directly targets your needs.

Examples of content customised to client requests are:

- ☑ Risk Management
- ☑ People Management
- ☑ Change Management
- ☑ Human Resource Management
- ☑ Occupational Health & Safety
- ☑ Goal Setting
- ☑ Emergency Management

We also offer these professional training services:

- ☑ Training needs analysis
- ☑ Training program design and development
- ☑ Specialist seminar presentations
- ☑ Team-building/Leadership 'challenges'

Additionally, as part of our value-added service, we can develop the following program resources:

- ☑ Training manuals
- ☑ Multimedia displays
- ☑ Administrative documentation

Presenters are qualified and experienced trainers selected for their knowledge, experience and ability to motivate and inspire. Programs can include training resources and materials, including certificates of achievement.



Visit us online...

www.dynamictraining.com.au

Dynamic Training

"Our experience...Your success"

Corporate Training Programs



PO Box Greensborough VIC 3088



03 9432 3466



03 9432 3509



www.dynamictraining.com.au

Staff Development

In today's society the pressures on people to perform and conform are increasing at an alarming rate.

Nowhere is this more prevalent than in business, where maintaining the competitive edge revolves around ever tightening budgets and marketplace influences.

Your most valuable resource are the people you entrust with your daily business operations.

Failing to plan for their development, is planning to fail as a business. Take a proactive approach to business success through staff development.



Benefits

The benefits of developing staff include:

- ☑ Increased self esteem and improved self-image
- ☑ Improved life satisfaction with daily life
- ☑ Able to recognise opportunities and maximise their positive affect in your life
- ☑ More satisfying interpersonal relationships
- ☑ Increased health, well-being and vitality
- ☑ Renewed vigour for life
- ☑ Enhanced job satisfaction and performance

Time Management

Effective Time Management

This program covers skills and knowledge required to organise work schedules, monitor and obtain feedback on performance, and maintain required competence. Learn effective processes to increase efficiency and productivity, in all aspects of life.



Customer Service

Superior Customer Service

How we interact with customers and service their needs determines our success in the marketplace. This program covers the skills and knowledge required to identify customers' needs and monitor a service provided to customers. Learn simple and effective strategies relating to presentation, communication and interpersonal interaction.

Understanding People

Interpersonal Dynamics

This program examines the way people communicate, learn and interact; it covers how personality affects performance and interpersonal relationships, and provides keys to understanding others we interact with on a daily basis. Key components include personality profiles, communication strategies and learning styles.



Teamwork

Proactive Teamwork

This program covers the skills and knowledge required to develop, establish and maintain effective workplace relationships and networks. It covers the activities of communication and representation. Understand what makes a good team, how teams form and interact and how to contribute to effective team performance.

Leadership

Dynamic Leadership

What makes a good team leader? How do successful leaders effectively manage their teams? This program covers the skills and knowledge required to lead a team or work group in a business environment. It includes developing plans, providing leadership and supervising group performance.



Workplace Conflict

Conflict Management

This program covers using communication to effectively manage conflict situations. It requires the ability to assess situations, accurately receive and relay information, adapt interpersonal styles and techniques to varying social and cultural environments, and evaluate responses.

Workplace Aggression

This program covers the skills and knowledge to control conflict situations that progress past negotiation to physical aggression and violence. It can be customised to suit organisational and workplace requirements.