

Certificate II in Self Awareness & Development

Job readiness and interpersonal interaction preparation

Introduction

This is a personalised course that takes advantage of the skills acquired in the Certificate I. It sets the scene for the participant to learn more about career choices, intrinsic motivation, overcoming difficulties and personal commitment.

Successful completion of this course increases the job-readiness of each job seeker by giving them the skills and confidence to approach potential employers on their own.

The content is customised to the needs of participants and structured over time to allow positive habits to be developed.

Instructors will assist participants overcome their unique challenges using a mentoring approach.

The Certificate II in Self Awareness and Development is designed to support participants who have significant barriers to finding and retaining employment and as such, requires the Certificate I as a pre-requisite.

Key topics

- Broadening your comfort zone to seize opportunity.
- Clarification of personal and professional purpose.
- Recharging energy levels by “uncluttering” your life.
- Dealing with procrastination, fear and overwhelming anxiety.
- Internal motivation techniques.
- Identifying and working with our dominant style of intelligence to let our natural abilities shine.
- Prioritising roles, focussing on goals and selecting rewards.
- Maintaining momentum – a reality check on progress.
- Managing time successfully with balance and self discipline.
- Passionate presentation skills – planning strategy, organising content and preparing attitude.
- Providing feedback to others in a supportive way.
- Self evaluation for continuous growth.

Recommended Participants

Long term unemployed, students “at risk” and any individual who would benefit from improving self awareness and understanding.

Program Structure:

Five (5) full days of face to face facilitation delivered over 2 weeks. Combined with “Build UP”, successful participants will be issued with an accredited **Certificate II in Self Awareness and Development**.

Individual professional coaching sessions can also be provided at an additional charge.

“STAY ON COURSE”