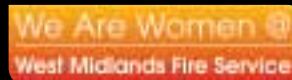


Reaching for the Stars

A **Self Awareness** and
Personal Development Course



Making West Midlands Safer

WEST MIDLANDS FIRE SERVICE

www.wmfs.net



Reaching for the Stars!

Course Tutor: Gem Duncan MA (Cantab), DTLLS, Cert CC Relate

Gem Duncan is a qualified psychoanalytical counsellor and trainer with over 25 years experience. She currently teaches Counselling at degree level for Worcester University.

Practical skills gained:

- Advanced interpersonal communication
- Empathic awareness/ emotional intelligence
- Giving and receiving feedback
- Assertiveness
- Improved confidence
- Dealing with difficult people & situations
- Personal resilience in managing change

How will you achieve this?

Participants will need to be willing to:

- reflect, respond and contribute as much as they feel able to.
- engage in practical and reflective exercises.
- share views and work in a team,
- undertake tasks during and outside of the course.
- take part in individual coaching and evaluation session with the course tutor.
- take part in the networking and buddying.

Details and registering your interest:

- The course is once a week for five weeks.
- There will be two diverse groups of operational and support employees.
- One will be running on every Monday for 5 weeks from 23rd September to 21st October 2013
- And the other on every Tuesday for 5 weeks from 24th September to 22nd October 2013

Buddy Scheme

On completing the course you will be:

- Invited to select a buddy who will support you in applying your new skills in the workplace.
- On completing the buddy experience you will also be invited to become a buddy yourself.
- You will receive an invitation to join the 'Reaching for the Stars' forum.

"Achieving our vision of 'Making West Midlands Safer' depends on the right blend, the quality and motivation of our people; a major part of my role is to champion the identification of talented people and their development. I wholeheartedly support this course as a way for you to take positive action toward developing yourself towards higher levels of performance and the potential to achieve your personal aspirations. With the support of your line manager, buddying with managers at all levels and the organisation through attendance, you can take the next step toward being a part of our vision." **Phil Loach, DCFO, Deputy Chief Fire Officer**

Quotes from 2012 delegates

"Really good...most positive part of the course."

"We needed a buddy or mentor when we joined...it's helping us now but would have helped us so much more at the beginning."

"I get something out of it and the mentor does too."



Purpose:

To enable you to develop and grow towards fulfilment of your unique potential and as a result enhance your working environment to the benefit of the organisation.

Aims:

- to enable you to explore your personal journey safely towards understanding yourself better.
- to give you the skills and tools to access your unique potential.

Objectives:

1. To recognise the reasons for some of your personal inhibitors and barriers:

- ever wondered why you are the way you are?
- why do you find certain types of people difficult?

2. To explore ways of extending your self awareness:

- do you know the impact of what you say and do?
- do you look back and think you should have done it differently?

3. To develop ways of accessing hidden potential:

- do you know what you want in life, at home, in your relationships at work?
- do you know what your strengths are and how to make the most of these?

4. To feel able to assert yourself appropriately:

- do you want to have more influence and impact?
- want to understand how to manage others' expectations?

5. To have more confidence in your own abilities:

- do you understand your personal power?
- can you say 'yes' with confidence in your ability to succeed?

Quotes from 2012 delegates

"huge changes...both personal and at work... life-changing."

"I haven't felt this happy coming to work in a long time; it's exciting; a new lease of life. I feel as if I'm human."

"It's exciting to feel able to contribute and make an impact, to influence the existing pattern of my work-life."

"It was positive for me... made me look at myself."

"A lot of us were in a rut before...not knowing how to get out of it... afterwards when you reflect...you become really motivated. Priceless!"

"Reflection, looking inwards and understanding ourselves is a key component of leadership and building relationships. This course supports our People to develop themselves and in doing so also developing the organisation." **David Johnson, Director of Human Resources**



How can you attend?

- This course is open to **anyone** at **any level Operational and support staff** within the organisation and we are seeking **diverse individuals** to make up the groups as this will enrich the value to individuals and for the organisation.
- As the purpose of the course is personal development; line managers are encouraged to support individuals interested in attending and to be flexible in supporting employees to participate in the course, unless there are critical and imperative business reasons for not doing so.
- In applying to take part in the course individuals and managers need to be aware that **you are required to attend all five days of the course** and an **evaluation hour** in agreement with the course tutor.
- As part of the registration process you and your manager need to complete the registration form.

We encourage employees to register as soon as possible but no later than 4 September 2013. Please complete the attached form and send to: **preith.shergill@wmfs.net**

For an informal chat or further enquiries please contact Preith Shergill

On 0121 380 6214 or email preith.shergill@wmfs.net

Equality and Diversity Manager, Community Safety, Operations.

We envisage a high level of interest therefore there is no guarantee of a place. Although we may contact you should there be future capacity to repast the course. Delegates will be invited to agree their own contract around confidentiality.

"From my experience, I can tell you that whilst we might perceive barriers within our lives, how we move forward and deal with them is up to us as individuals. Through the work with 'We are Women at WMFS' we hope to look at solutions to issues and with the support of our members we have contributed to the content of this course. I hope that you will be encouraged to take advantage of this valuable opportunity to enhance your own personal development and to make a difference."

Sarah Warnes, Area Commander, Operations; People & Performance

"The philosophy behind this course is humanistic; everyone has an innate drive to realise his or her unique potential. The course will enable individuals to identify some of their blocks, those attitudes, beliefs, behaviours, of which they are unaware, but which colour their daily exchanges with colleagues, undermine their self-belief and alienate them from one another. The course is highly experiential, recognising that our working tool is ourselves and this needs to be understood, nurtured and honed." **Gem Duncan MA (Cantab), DTLLS, Cert CC Relate**