# "Taking Charge of Your Life" Confidence Building & Life Skills Course

#### Week 1

### **Effective communication**

Having good communication skills helps us to feel much more confident in every situation. We will look at how to connect with people, what to do when we don't know what to say, how to use questions effectively and how to understand body language.

#### Week2

## Self esteem, confidence building & assertiveness

In this session we will examine where our lack of confidence originates. We will learn strategies which can help our self esteem and explore situations which we find difficult to handle. We will look at the differences between different behaviours, learning to be assertive without being aggressive.

#### Week 3

## Stress management

Here we look at the causes of stress. What is it and what are the effects of stress? We will identify your stressors and offer stress control techniques.

#### Week 4

## **Managing change**

Types of change, coping with change which is forced upon us. Strategies for effecting a change ourselves and goal setting.

# Delivered by:

Relate Shropshire, Herefordshire and North Staffordshire Education & Learning Department—Matrix Accredited.

For more information on the above course, please call - 01743 266844 or e-mail dan@relatesandh.org.uk