

DEVELOPING ASSERTIVENESS & SELF - CONFIDENCE FOR PROFESSIONAL SUCCESS

“Empower Yourself to Communicate with Confidence, Clarity, and Authority”

Schedule

Venue (In-house)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** In-House Training

Introduction

The Developing Assertiveness & Self-Confidence for Professional Success course is designed to help professionals strengthen their personal presence, communicate with assurance, and handle workplace challenges with composure. Assertiveness is the key to expressing ideas clearly and confidently while maintaining respect for others.

This course empowers participants to overcome self-doubt, manage difficult situations, and build a strong sense of self-belief. Through practical exercises, participants will learn how to project confidence, stand by their opinions, and maintain positive professional relationships.

Objectives

By the end of this course, participants will be able to:

- Understand the difference between assertive, passive, and aggressive behavior.
- Communicate confidently and respectfully in all professional interactions.
- Express needs, opinions, and boundaries clearly.
- Handle criticism, conflict, and pressure effectively.
- Build inner confidence and self-esteem through practical strategies.
- Develop positive body language and tone to reinforce confidence.
- Apply assertiveness techniques to achieve career and personal goals.

Why Attend

Confidence and assertiveness are essential traits for leadership, communication, and personal success. This course helps participants gain the tools and mindset to manage challenging situations, express themselves effectively, and achieve greater professional impact.

Target Audience

- Professionals seeking personal and career growth
- Managers and Team Leaders
- Administrative and Support Staff
- Customer Service Representatives
- HR and Training Professionals
- Anyone who wants to improve confidence and assertiveness in the workplace

Individual Benefits

- Build lasting self-confidence and inner strength.
- Improve communication and leadership presence.
- Handle conflicts and criticism with calm and clarity.
- Develop assertive behavior for professional effectiveness.
- Gain respect and recognition through confident communication.
- Reduce stress and anxiety in difficult situations.

Organizational Benefits

- Improve communication and collaboration across teams.
- Reduce workplace tension through assertive interaction.
- Empower employees to make decisions confidently.
- Enhance team morale and productivity.
- Foster a culture of respect, confidence, and accountability.

Instructional Methodology

- Interactive discussions and practical role-plays
- Confidence-building exercises and reflection tasks
- Real-life workplace scenarios and simulations
- Guided self-assessment and behavior analysis
- Feedback and coaching sessions
- Group activities promoting peer learning and practice

Course Outline

- Module 1: Understanding Assertiveness and Self-Confidence
- Module 2: Overcoming Fear and Building Inner Strength
- Module 3: Verbal and Nonverbal Assertive Communication
- Module 4: Handling Criticism, Conflict, and Difficult People
- Module 5: Developing Positive Body Language and Tone
- Module 6: Building Self-Esteem and Personal Effectiveness
- Module 7: Setting Boundaries and Saying “No” with Confidence
- Module 8: Managing Stress and Maintaining Emotional Balance
- Module 9: Practical Techniques for Everyday Assertiveness
- Module 10: Action Planning for Continued Confidence and Success

Certification

Upon successful completion, participants will receive a Certificate in Developing Assertiveness & Self-Confidence for Professional Success, recognizing their ability to communicate with confidence, handle challenges effectively, and lead with self-assurance.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation’s unique goals.

In-House / Customized Training

Interested in running this course for your team?

Please contact us:

TEL:

+601116373203

EMAIL:

info@mawaevents.net

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