

The group will take place at the One to One Project on Monday 16th May and Monday 23rd May 2016

7:00pm – 9:00pm

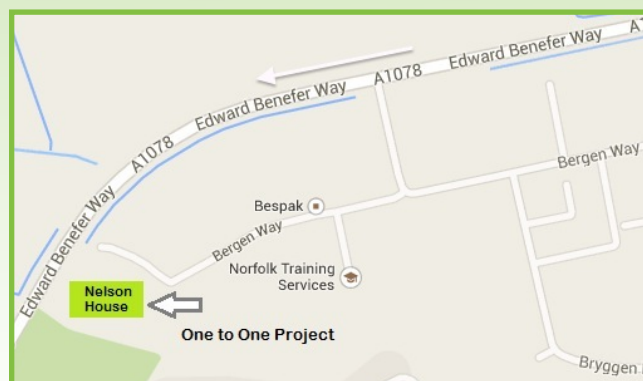
The cost for the two-session course is £50.00

**Don't miss out on this valuable opportunity to learn how to become stronger and happier at work.**

Check out our other course in this series: 'Managing Stress at Work' 7pm – 9pm on April 19th & 26th

To book your place please contact the One to One Project on 01553 770770 or email us at [onetoneproject@aol.com](mailto:onetoneproject@aol.com)

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Visit us on the web to find out all about our work: [www.onetoneproject.com](http://www.onetoneproject.com)



**One to One Project**  
Counselling • Mentoring • Group Work

Registered charity no. 299052

# Assertiveness at Work



A new training course, held over two evenings, to help you find your voice and work constructively towards your goals

## Do you wish you could be more assertive?

Many people struggle from time to time at work because they feel unable to say what they want or need to.

Perhaps you:

- feel anxious about speaking up at meetings and tend to stay quiet, but wish you could say more
- feel put upon by your colleagues and end up doing their work because you can, and because you don't like to say "No"
- are worried about returning to work after a period of absence and feel uneasy about your peers asking about your illness
- feel unable to stand up to the office bully in an appropriate way

This two evening course has been designed to help you quickly understand what prevents you from being more assertive, and how to change your thinking and behaviour. When you are able to do this you will feel better about yourself and be more able to work constructively towards your desired goals.

Course content will include:

- how to identify untrue thoughts that hold you back
- how to work to form a more accurate set of core thoughts
- how to distinguish acceptable assertiveness from unacceptable aggression or passivity
- how to speak and behave more assertively
- how to reduce your anxiety when thinking about being assertive

### Your facilitators:

#### James Rye:

Before becoming a counsellor James spent 30 years in Education, mostly in management positions and has considerable experience of being assertive in the face of difficult students, staff, and senior managers. For the past 15 years he has worked for local and national companies helping their staff learn to get better at saying "No", at assertively drawing appropriate boundaries, and at learning how to speak in difficult personal and professional situations.

#### Jackie Wrout:

Jackie has been a counsellor and trainer for the past five years, after making a career shift from publishing and design. She facilitates workshops in communication skills in the corporate sector, and runs soft-skills training groups for volunteers. Jackie is Assistant Manager at the One to One Project and is also a counsellor in private practice and volunteer for another counselling charity. She is a Registered Member and works to the ethical standards of the BACP professional body.

#### Trish Benson:

Trish is a qualified professional counsellor and Registered Member of the British Association for Counselling and Psychotherapy (BACP). She has been a valued member of the team at the One to One Project for the past ten years and has had her own private practice for the last eight. Her professional work spanning over two decades has often involved supporting people in demanding environments such as substance misuse and sexual health charities, and the prison service. Trish is an experienced group facilitator, believing that groups can provide a positive experience of connection, learning and belonging.

### About the One to One Project:

We are a well-established charity, having worked in King's Lynn and West Norfolk for over thirty years. Our range of services includes counselling, mentoring and self-help group work. We have a superb team of qualified counsellors and trainers, all highly experienced in working with groups and individuals to encourage learning, growth and resilience.

This new course offers our expertise in mental health and training to support wellbeing in the workplace.