



020 8583 6000 courses@hounslow.gov.uk www.hace.ac.uk

# <u>Confidence & Assertiveness – Back to Work & Education</u>

### **About the Course**

This course aims to help participants develop a positive self-image and belief in their abilities, which is crucial for success in professional and educational environments. You will learn how to communicate effectively and assertively to express your needs, opinions, and boundaries. Providing you with tools to handle setbacks, rejection, and criticism constructively, you will be enabled to develop a resilient mindset that can adapt to change. You will be guided to set realistic and achievable goals for your career or education, along with actionable steps to accomplish them. This course is designed to be supportive and inclusive, providing a safe space for individuals to grow and regain their confidence as they transition back into work or education.

## **Course Learning Outcomes**

- 1. Identify the characteristics of confidence and assertiveness
- 2. Recognise the value of positive communication
- 3. Develop a personal action plan for building confidence and assertiveness

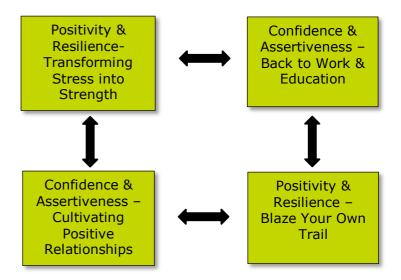
<u>Please note</u>: To successfully complete this course you must commit to 100% attendance and punctuality.

# What is needed for the course?

Essential digital skills are needed to enrol on this course.

If you need any additional support, please call us: 020 8583 6000.

## **Progression Pathway**



You might also be interested in:

Programme for Health, Fitness and Wellbeing

Programme for Business & Employment to develop

Output

Description

Des

Programme for Business & Employment to develop your skills in CV writing, Cover Letter writing and Interview skills.

Speak to your tutor, check our website or contact us for more information.

We can also provide you with information, advice and guidance for employment or further learning.

- Please speak with your tutor or
- ▶ Call 020 8583 6174 to speak to an advisor or
- Email work@hounslow.gov.uk or
- Visit www.workhounslow.co.uk

