

## **Work Yourself Happy! Manage Your Life and Reduce Your Stress**

Learn how to tackle your workload more effectively, to free time for you to pursue your personal goals and have the life you want. We'll look at what you want, what you don't want and create a vision for your life and work on your own terms. We'll use a Goal Planner to help you choose achievable goals, not ones that land flat. We'll identify the habits and patterns that keep you stuck and those that will move you forward. You will come away with skills, techniques and exercises on how to take control of your work and life with the time, energy, support and skill development you need and deserve.

You will leave with a personal and professional Blueprint for Success and a Guidebook chocked fill with practical self-coaching tips and important skills to improve your productivity, effectiveness and satisfaction in your job.

This workshop is highly interactive and fun...lots of dialogue to hear what works with others.

Unless otherwise noted, all classes will be held at CAPS, 32 College Street, Montpelier	
Location:	<a href="#">CAPS</a>
Time:	9:00 - 4:00
Cost:	\$110.00
Course Code:	045184
Session Code:	Date specific: See Electives calendar for session code
Instructor:	
Registration Deadline:	5 business days in advance of the course