



Mindfulness @ Work

CORPORATE BASED MINDFULNESS TRAINING™

Evening course

Starts February 2015

Would you like to have more hours in a day, or at least make better use of the precious time you have each and every day? Are you looking for opportunities to be more effective, calm, clear, and focused at work and at home? Are you interested in learning techniques to be more responsive and less reactive in everyday living?

Mindfulness is a scientifically validated and practical way to handle any kind of work environment with more presence, patience, insight and effectiveness. It is the equivalent of going to the gym for the mind – if you want to be high performing you need to train the mental muscle.



In this enjoyable and interactive course we will explain, demonstrate and practice scientifically validated solutions to everyday work and life challenges. We will also give you the tools to start a simple yet powerful daily training routine that can help you be more kind, creative, productive, happier and healthier.

Course includes:	When:	Melbourne Monday's, commencing 23rd February 2015 6 – 7.30pm (arrive at 5.30pm for light refreshments)
<ul style="list-style-type: none"> ▪ 15 hours of interactive workshops ▪ Weekly email follow up ▪ Mindfulness manual 	Where:	Reho Travel 484 St Kilda Road MELBOURNE VIC 3004
<ul style="list-style-type: none"> ▪ Audio to guide daily training ▪ Additional materials to enhance learnings ▪ Light refreshments on arrival 	Investment:	Part 1 \$660 (GST inclusive) Part 1&2 \$1,100 (GST inclusive)
<ul style="list-style-type: none"> ▪ Participants undertake 10 minutes of daily personal training 	Registration & enquiry:	sabina.vitacca@potentialproject.com 0429 900 017

Dates:

Part 1: 23rd Feb; 2, 16, 23rd & 30th March (5 sessions)

Part 2: 13, 20 & 27th April; 4 & 11th May (5 sessions)

PROGRAM BENEFITS

- ✓ Be more effective at work
- ✓ Feel calmer and clearer
- ✓ Have more patience
- ✓ Increase awareness
- ✓ Feel happier and healthier

Program Structure

Part 1 – Building the Base	Part 2 - Developing Expertise
W1 23 Feb Intro – harnessing the mind’s potential	W6 13 Apr Mindful Meetings & Acceptance
W2 2 Mar Mindfulness at Work	W7 20 Apr Mindful Emails & Beginner’s mind
W3 16 Mar Clear Goals & Presence	W8 27 Apr Communication & Non-judging
W4 23 Mar Priorities & Patience	W9 4 May Energy Management & Joy
W5 30 Mar Planning & Kindness	W10 11 May Mindful Living & Letting go

* Each session runs for 1.5 hours (with half hour refreshments before session optional)

* Please note – Part 1 must be completed to enrol in Part 2 for those clients choosing the 2 part payment option

Co-facilitators – Eve Wilson, Sabina Vitacca and Nathalie Heynderickx, Senior Trainers, The Potential Project Australia



Eve is a leader and manager in the allied health sector and a passionate mentor and coach for new business start-ups. Eve’s mindfulness practice began 30 years ago. She has experienced first hand the benefits of mindfulness to all aspects of life and the application of mindfulness in the work setting is an important aspect of her work. Eve has spent many years integrating and understanding mindfulness in the workplace through personal experience and personal development.



Sabina has been delivering mindfulness programs professionally since 2008 both in England and Australia. Sabina’s professional experience working in the mental health field has allowed her to repeatedly observe the relationship between stress and health problems. This, and her personal experience of the benefits of mindfulness, motivates her to integrate mindfulness, awareness training and focus when working with colleagues and clients.



Nathalie has an academic background in Computer Sciences and Project Management. She has worked with large global consulting firms for over 12 years implementing business transformation initiatives and gained experienced across several industries, roles, geographies and cultures. A deep mindfulness practice has been part of her corporate and personal life for over 10 years and she sees it as an important enabler of both high performance and wellbeing.

Testimonials from previous course participants

“In an executive or other complex and difficult role, being able to focus on the most important issue in any one moment, without reliving the previous moments and without anticipating future moments, is an essential element of high performance. This course will help anyone improve their capability to focus with intent and purpose, and begin to realise their full potential.” **Andrew Rowe, Managing Director, Sustineo Pty Ltd**

“As a mother of two young children returning to a demanding role from maternity leave, I enrolled in this course with the hope I would gain some tools and techniques to better manage the balance between my work and home lives. Working in the field of organisational psychology, it was important for me to understand the research and science behind the content of the course, and the insights I have gained into the human brain and cognitive processes provide me with all the evidence I need to realise the key to “having it all” is to learn how to be fully present to whatever I am engaging in.” **Manager, Talent Management, Global HR firm**

“The course helped me have increased awareness and understanding of my own thought patterns. This awareness allowed me to recognize them and change them - reducing stress and boosting my effectiveness.” **Alexander Austin, Managing Director, Infradebt**