



PERSONAL MASTERY ACADEMY



PERSONAL & PROFESSIONAL DEVELOPMENT

V1.0

2024



In today's fast-paced world, mastering oneself is the key to success. At the Personal Mastery Academy, we understand that the one thing we can control is ourselves. Our goal is to equip delegates with the tools and insights necessary to take charge of their destinies and unlock their full potential.

Our academy is designed to guide delegates on a transformative journey toward personal mastery. Through a series of immersive experiences and practical exercises, participants will develop the critical skills and behaviours needed to excel in various areas of their professional and personal lives.

At the core of our programme lies the belief that true success begins from within. By mastering themselves, delegates gain the confidence and resilience needed to overcome challenges and seize opportunities with clarity and purpose.

Are you ready to take control of your life and unleash your true potential? Join us at the Personal Mastery Academy and embark on a journey of self-discovery and growth. Together, we'll unlock new possibilities and redefine what it means to lead a successful and fulfilling life. Your journey to personal mastery starts here.



Growth Mindset
Time Management
Emotional Intelligence
Stress Management



Programme Flow

In this academy we focus on building a solid foundation for required skills and assist delegates in becoming a better human, not just an improved employee. The skill sets of these programmes will have a hugely positive impact in their lives and will change it for the better, through applying the key outcomes and Next Actions. Following each training programme, delegates will attend a Nesting and Coaching session, assisting them in applying and implementing the key skills.

Orientation & Growth Mindset

- Triggers
- Stepping out our Comfort Zone
- High Effort
- Setbacks
- Feedback

1

Productivity, Habits & Goals

- Optimum Productivity
- Motivation
- Accountability
- Willpower

2

Stress & Time Management

- What is Stress?
- Stress Management Techniques
- 4 Core areas of effective Energy Management
- Body / Mind / Emotions / Spirit
- The Ultradian Rhythm
- Energy Management Assessment
- Optimal Performance Patterns

3



Team Dynamics & Collaboration

- Team Dynamics – Team development wheel
- Tuckman model
- Team Roles- Belbin model
- Effective Collaboration
- The Science of Persuasion
- Team Vision

4

Emotional Intelligence

- Define emotional intelligence and its importance in leadership
- Identify the four components of emotional intelligence
- Develop strategies to enhance emotional intelligence
- Apply emotional intelligence to improve leadership effectiveness

5

Conflict & Courageous Conversations

- Developing Communication Strategies
- Courageous Conversations
- Conflict Management
- Personality Profiling

6

Presentation Skills

- Definition of Presentation Skills
- The Key Elements of a Presentation
- Organising the Material
- Writing your Presentation
- Self-Presentation
- Coping with Presentation Nerves

7



PERSONAL MASTERY

ACADEMY

EMPOWERING PERSONAL MASTERY FOR LASTING SUCCESS

We firmly believe that as individuals harness their innate potential, they become architects of their success stories. By focusing on the critical and crucial aspects of personal development, our academy provides a transformative experience, enabling delegates to navigate challenges, seize opportunities, and lead fulfilling lives.



GHMGROUP.CO.ZA



H.MATTHEE@GHMTRAINING.CO.ZA



062 890 0808 | 063 694 5786

