

Improving Assertiveness And Decision Making Skills

Introduction

Do you want to present your ideas confidently and assertively? Do you understand the responsibility of decision making and accepting the consequences? This course will explore how you can improve the decisions you make, understand your rights and responsibilities and develop strategies to assert yourself more fully.

What will you learn?

By the end of the course you should be able to:

- Present opinions with confidence and assertiveness
- Make decisions and choices about yourself with confidence and be able to justify them
- Recognise the rights and responsibilities of self and others in decision making
- Understand how to negotiate to achieve a desired outcome
- Recognise the implications and benefits of assertiveness

Who is this course aimed at?

The Foundation Learning programme at Fircroft College aims to offer people without formal qualifications the opportunity to learn new skills and gain qualifications, helping you to get on in life and in work. Personal and Social Development courses such as this one are aimed at helping you understand your personal life situation, the impact of past events, present circumstances and future aspirations on the choices and decisions you wish to make to improve yourself.

What are the entry requirements? (If applicable)

There are no formal entry requirements for this course.

How is it taught?

The course is taught through individual exercises together with small and large group exercises and discussions. The course is quite practical, so there will also be role-play and structured practical exercises in which you can practice and reflect on the skills used by yourself and others.

How will you be assessed?

The course is assessed through the completion of written worksheets and observation/feedback sheets to show your understanding and application of the course content, together with tutor observation of your participation and use of skills in the practical exercises.

What will you achieve?

If you complete the course successfully you will achieve 3 Open College Network (OCN) Credits at Level 1 or 2. The OCN Credits you achieve are part of a national system for recognising and accrediting the learning you have undertaken on this course. Once you complete this course you can build the number of credits you have achieved by undertaking further short courses as detailed below.

What can you do after this?

You can do a number of other courses as part of the Personal and Social Development Pathway, including Coping with Stress, Anger Management, Developing Personal Confidence and Self Awareness, Developing your own Interpersonal Skills and Developing Personal Development Skills. If you complete all of these courses successfully you will gain an NOCN Progression Certificate at Level 1 or Level 2. You can then go on to achieve a full Diploma by taking further Personal and Social Development courses, or by improving any other skills which may be holding you back, such as Literacy, Numeracy, ICT or Employability.

Who are the tutors?

The course is run by one of the following tutors: Zed Bhatti, Jon Moulton, Anita Guy, Fiona Larden or Simon Nicholls. All of them are experienced at working with individuals and groups to support their personal development and learning in a positive and supportive way. The Short Course office will be able to tell you who the tutor is that will be running the specific course you may be interested in attending.

When does it run?

This is a three day course which includes two nights residency at the College. Courses start at 5.30pm on the first day and finish between 3pm and 4pm on the third day. Please check our website or short course guide for course dates. Alternatively you can contact our Short Course office.

Is there a cost?

This course is free if you are claiming certain types of benefits. Otherwise it is £40 (£10 surcharge for students holding a degree). All accommodation, food, teaching & course materials costs are included.

How can you apply?

For more information please contact the short course office on 0121 472 0116 or email shortcourses@fircroft.ac.uk. You can apply online at www.fircroft.ac.uk, by post or in person.