

# Sandi Givens

SHATTERING GLASS CEILINGS

The **Women's Personal Mastery** program is the premiere program to help women develop their confidence, and enable them to fully utilise their capabilities in their work environment.

It teaches the critical skills for women to be empowered leaders in their workplaces, to help them feel in control and be willing to step into their personal power and perform at higher levels of responsibility.

Divided into 3 half-day sessions, the unique delivery format makes the acquisition of these skills affordable, easy and effective.

**"You exceeded my expectations. I have learned so much about self belief. I know now if I put my mind to something, I can do it – not just at work, but in all areas of my life. Thanks, Sandi"**

Kathy Zahra, Test Analyst, IOOF

**Why do Australian employers invest in these programs for their female staff?** Because they return to the workplace with ...

- ✚ An increased belief in themselves and confidence to share their ideas
- ✚ Greater levels of proactivity and taking initiative
- ✚ Stronger motivation to succeed in all they do and contribute their skills and abilities more fully in the workplace
- ✚ Capabilities to take on greater levels of responsibilities at work and extend their skills base

## About the Program Designer and Presenter

Over the past 25+ years, Sandi Givens has worked with literally tens of thousands of women at all organisational levels and become one of the most respected speakers on Women's issues and Businesswomen's Professional Development needs. Despite the differences of profession and industries, she has discovered businesswomen face many common themes and challenges, and many of these she has faced herself. As a leading specialist in this field, Sandi has catapulted the careers and financial success of women in corporate management and independent business ownership through her Conference presentations, Seminars and Executive Coaching.



Sandi is an International Award-winning Professional Speaker and Facilitator, and volunteers her time as the Patron of the Australian Institute of Office Professionals Victoria Division and as a Member of the Advisory Board of The Greater Good Foundation.

This is a rare opportunity to learn from someone who truly 'walks the talk'. Authentic, inspiring and insightful, Sandi's provocative (*not* prescriptive) approach impels women upward in their careers and enables them fully live their leadership and maximise their contribution to their organisation.

**"For Unbelievable Breakthroughs That Deliver Outstanding Results"**

**“With professionalism, enthusiasm and genuine interest, you have imparted many helpful techniques and provided us with plenty of encouragement and inspiration to put these to use.”**

Pauline Anderson, Customer Services Manager, Random House Australia

| Seminar   | Date / Time  | Benefits / Outcomes   |
|---|--|---|
| <b>Speak Your Mind and Mind How you Speak:</b><br>How to assertively communicate to increase your influence | <b>Tues 1 Sept</b><br>8am Registration<br>8:30 - 12 noon<br>Workshop | <ul style="list-style-type: none"> <li>• Increased contribution towards problem-solving</li> <li>• Greater ownership of projects and responsibility</li> <li>• Willingness to express valuable new ideas</li> <li>• A more proactive, confident approach to all tasks</li> </ul>  |
| <b>The Power to Present:</b><br>How to move beyond nervousness and get your message across                  | <b>Wed 14 Oct</b><br>8am Registration<br>8:30 - 12 noon<br>Workshop  | <ul style="list-style-type: none"> <li>• Ability to take on greater responsibilities that involve communication with others</li> <li>• Skills in effectively promoting your department and organisation to others</li> <li>• Increased confidence in dealing with external stakeholders</li> <li>• Capabilities in representing you and your team's contribution</li> </ul> |
| <b>Purposefully Powerful:</b><br>How to confidently deal with conflict and “difficult” people               | <b>Tues 24 Nov</b><br>8am Registration<br>8:30 - 12 noon<br>Workshop | <ul style="list-style-type: none"> <li>• Reduction of conflict in the workplace</li> <li>• Effective management of disagreement – less unproductive time spent in developing resolutions</li> <li>• Less negative ‘gossip’ – more efficient problem-solving</li> <li>• Reduced absenteeism due to stress and poor morale</li> </ul>   |

**“Very enjoyable – down to earth with great strategies to put in place.”**

Gayle Philipp, Marketing Specialist, Tech Online

**“Sandi provided a dynamic and polished presentation – she uses her body and voice in a way that grabs and maintains your attention. She adds richness with stories that beautifully underscore the message and leave you feeling empowered and able to tackle any challenge. She creates an environment that is alive with the air of possibility.”**

Kerrie Lawrence, HR Consultant, Human Resources Services Division, Deakin University

Ensure your female workforce are fully utilised and working to their capacity – register them today! Alternatively, these programs can be run in-house for your team – we’d be happy to provide you with a personalised quotation.

Yes! Please contact me to discuss running in-house programs for my staff

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Position: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_