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# OPTIMAL PERFORMANCE PROGRAM

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## PM08.45

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*Is optimal performance a principal goal of yours?* This program weaves together the critical skills for optimal performance, to enable a practical 'real world' application. It consists of six segments that stand alone as well as build on each other, reinforcing common themes and their application. The program's objective is measurable performance improvement.

Active learning and real-world context are keys to effective learning. Effective learning leads to application and performance improvement. Because the program is delivered across several weeks or months there is reinforcement, application and refinement in a natural learning environment. Individuals learn critical individual skills and how to work collaboratively. They learn techniques for cultivating mindfulness, concentration, objectivity and effective, healthy relationships. They learn to apply these along with the more concrete analytically based skills of process and project management. Custom versions are available to directly meet your group's needs.

### PREREQUISITES

- None

### LEARNING OBJECTIVES

At the end of this program, participants should be able to:

- Perform more effectively, based on pre-set performance measurement criteria
- Identify barriers to optimal performance and plan to overcome them
- Apply techniques to cultivate mindfulness, concentration and objectivity
- Assess their organization's culture(s)
- Practice communication and relationship skills that make optimal performance effective
- Describe where effective process and project management fit in the big picture and how performance can be optimized on all levels

### WHO SHOULD ATTEND

- Groups of people working together to perform projects or provide services

### COURSE OUTLINE

The program is made up of the following segments or sessions:

- Applying Open-minded Mindfulness and Zen Thinking
- Improving Project Management and Project Performance
- Managing Change: Thriving in Challenging Times
- Managing Expectations to Achieve and Succeed
- Managing Conflict
- Communication in Teams

These sessions are preceded by program planning and kick off work and optional executive sessions.

### CLASS LENGTH

- 3 days (18 PDUs) **OR**
- Presented over several months with learning sessions and review of applied learning

