PRBB Intervals Course Proposal

Course Title: Self-Leadership for daily challenges in science: A hands-on workshop

Proposed dates
February 17th and 24th and March 3rd, 2027

Course Language
English

Course Leader(s) and very summary of relevant qualifications and experience
Alicia Marín Muniesa: Professional coach, team coach, trainer. She has extensive experience training emotional intelligence and has been facilitating programs to empower leaders and future leaders in the fields of education, science, and business more than 10 years.

Rationale for course (why is this course of interest for the PRBB staff?)
Working in science is a constant challenge. Scientists have great minds and analytical skills that help them move forward with their projects. Yet, during their careers they sometimes must face circumstances which are rather related to the **"human side of science"**. Such situations require other kind of skills that also need to be cultivated. The sooner these so called "soft skills" are developed by scientists, the higher the chances to have a successful career (and a healthy and happy life).

This program will provide tools to deal with **real-life-situations** and the opportunity to practice them in a safe environment. By doing so, participants will understand the importance of and grow such crucial abilities for their scientific careers.

Course aim - general
The main objective of this program is to support the target group to **develop a wide range of social skills and to strengthen their resilience** to tackle everyday challenges at work.

Specific learning outcomes (what new skills, knowledge &/or attitudes will participants to take away from the course?)
Participants:

- Will develop their self-leadership, social and communication skills, to feel more empowered to thrive in their careers.
- Will set the right priorities to use their energy the best possible way.
- Will develop an individual action plan to steer their development path.

Course contents (outline of topics to be covered)

Session 1: Getting started and Introducing Emotional Intelligence

- Establishing the overall framework of the program
- Creating a group alliance
- Sharing common challenges and expectations
- Introducing Daniel Goleman's Emotional Intelligence Model:
    - Self-knowledge: Connection between beliefs, values, and actions.
    - Self-management: Becoming aware of and successfully dealing with emotions.
    - Self-motivation - To deal with challenges.
    - Empathy - To connect with others.
    - Social skills - To achieve common goals.

Session 2: Managing your time and energy the best possible way

- Dealing with self-limiting beliefs and impostor syndrome
- Burnout defined and some tips to deal with it
- Introducing and enhancing Stephen Covey's 7 Habits of Highly Effective People:

  <u>Independence</u>
    - Habit 1: "Be proactive"
    - Habit 2: "Begin with the end in mind"
        - Defining SMART Goals
    - Habit 3: "Put first things first"
        - Setting the right priorities

  <u>Interdependence</u>
    - Habit 4: "Think win–win"
    - Habit 5: "Seek first to understand, then to be understood"
    - Habit 6: "Synergize"

  <u>Continuous improvement</u>
    - Habit 7: "Sharpen the saw"
        - Resting, to move forward: Brief mindfulness practice.

Session 3: Successful interactions through efficient communication

- High-quality listening
- Asking the right questions
- In front of a challenge: Fight-Flight-Freeze? Rather…ASSERT!!!
    - Introducing assertiveness and the art of saying "no"
    - The DESC formula
- The power of feedback: How to give it and take it constructively
- Connecting the dots and way forward: Individual Action Plan
- Closure

Training methods

- Highly interactive face-to-face training
- Reconciling the necessary amount of theory with self-reflection, as well as analysing the results of several individual questionnaires
- Roleplays, group discussions and exercises around REAL CHALLENGES that participants face at work
- Participants will define their *Individual Action Plan* by the end of the program

Target group in PRBB

Junior staff: predocs and junior postdocs, technicians and other junior research support staff

Number of participants (maximum)

12

Total course hours (Please specify direct training with instructor present and required self-study)

Note: only the direct training hours will be included in the post-course certificate.

Number of hours of class time: 12
Number of hours of self-study: 2
Total number of course hours: 14

Distribution of course (hours/days): *Always from 9.30 to 13.30 hours*

Session 1: February 17th .4 hs
Session 2: February 24th, 4 hs
Session 3: March 3rd, 4 hs

Pre-course preparation and/or between sessions?

No preparation will be required before starting the program. Yet participants will have to fill out several questionnaires between sessions. Also, they will be invited to carry out some small tasks and observe themselves (and others) regarding social skills. All these assignments will be announced on due course during the program.

Material participants need to bring (laptops, etc…)

None required.

Relevant background reading/ audiovisual/websites or other materials

Will be referred to during the workshop.