



CONSULTING & EXECUTIVE  
COACHING

# Reclaim Your Personal Power!

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**Personal Performance Programme  
Course Preview**

# A bit about personal power...

**Welcome** to "Reclaim Your Personal Power". This is perhaps one of the most empowering modules and a key step in helping you to achieve what you want in life, as well as improving your relationship with yourself and with others. This module is a joy to teach in groups as well as to explore in the coaching environment because it generates so many "Aha!" moments in my delegates and clients, especially when they realise that they themselves are the ones giving away their personal power. Without realising it, we do this so easily and so frequently. We often only come to realise it after the event, when we look back and think, "How did I let that happen?" or when we are triggered by an intense internal emotion signalling that something isn't quite right.

I have been giving my personal power away for many years. I've also witnessed members of my family, my friends and clients lose theirs too. It's surprising how quickly we do it, and sometimes how hard it is to recover it afterwards (if we ever do). Here are some common examples from both work and personal life experiences; see if you recognise any of them from your own experiences:

- You have a personal assistant (or a junior member of staff) but somehow you seem to do a lot more of their role than you feel you ought to be doing.
- Sometimes it's just quicker and more efficient if you do that task that your subordinates should or could be doing, but they've gone home and you are the one worrying about it.
- You've come out of a meeting with most of the actions to do, or at least a lot more than anyone else - again!
- You wish you had stood your ground and got your point across, but you didn't and you now feel awful and are ruminating over it.
- You know you deserve a pay rise, a promotion, a development opportunity, but you just can't bring yourself to ask for it, or put yourself forward like other people seem to do.
- You have asked your colleague, subordinate or personal assistant to do something that you thought was important but they failed to deliver it, again!
- You didn't go for the job because you didn't think you met the full job specification, but Jo/John did go for it, and got it, and they have half your experience.
- You prioritise meeting up with your friend but she/he always seems to drop you at the last minute and/or is always late when they meet you.
- Someone queue jumps right in front of you. You grumpily moan to yourself instead of speaking out.
- You pay full price including service charge/tip for the worst meal ever because you don't want to make a fuss.

Do any of these sound familiar?

**The thing about personal power** is that you need to understand that how we **think, feel, communicate** and **act** all contribute to how we hold or give away our personal power. These are the very things that we need to focus on to help us to reclaim it and to stop giving it away in the future.

As a reader (of others' research, views and experiences), I have been able to learn so much more about myself and this subject. As a result, I have been able to pull together a range of resources and strategies to help you. Be warned, though - it's a lifelong process and whilst you will get better at it, you will still slip up and need to work on it.

This module will explore how we think, feel, communicate and act. Within each theme, we will look at what's going on, as well as exploring some strategies and tools to help you to reclaim your personal power.

**How we think:** In week 1, we explore what and how we think of ourselves and how that influences our outcomes. We will look at what we may be thinking about others, and how that impacts on how we experience them and ourselves when we are together. We will also explore a little about how we see the world, be it a friendly or hostile environment, and how together all of this impacts on our personal power.

**How we are feeling:** Our emotions are deeply linked to how we think and act. When our emotions are left unchecked and we get triggered (generating a strong negative emotional reaction), we can lose our power in an instant and be left in a highly-charged negative emotional state. Our emotions travel faster than the speed of any rational thought. We get hijacked by them in an instant. In week 2 we will be tuning into your emotions and triggers, and we will look at strategies to help you positively process them to help you retain your personal power.

**How we communicate and act:** Week 3 builds on weeks 1 and 2, and here we explore how you communicate and act. Making subtle changes here can really help you to stop losing your personal power and achieve the outcomes you are looking for, in both your work and personal relationships.

So let's get started, and thanks for letting me take you on this journey to reclaim your personal power.



Jahine