



**Teach For All**  
A Global Network



July 23, 2024

# Personal Development

*Unlock your full potential - workshop*

# TRAINER 1

- Name:
- Job Title:

Lifeline:



## TRAINER 2

- Name:
- Job Title:

Lifeline:



# LEARNING OBJECTIVES

By the end of this module you will be able to:

- Set a personal goal you wish to achieve in the future
- Identify 4 practices/ good habits that will help your development
- Define 3 skills you would like to develop
- Plan 3 SMART actions to be completed within the upcoming year

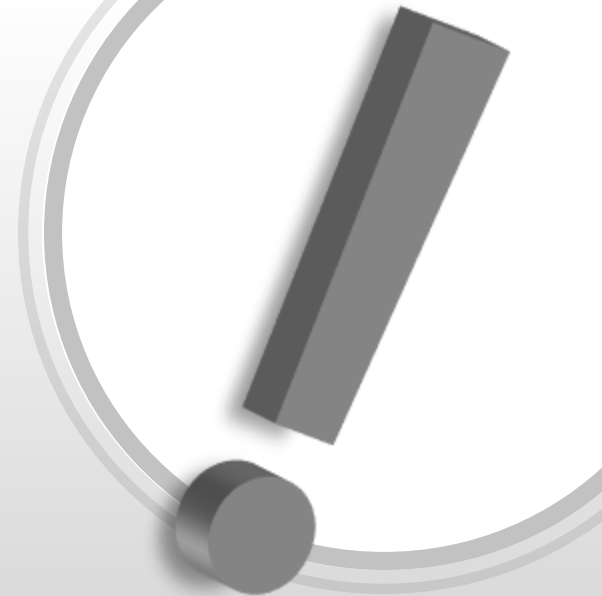
# TODAYS LEARNING JOURNEY





# GROUND RULES



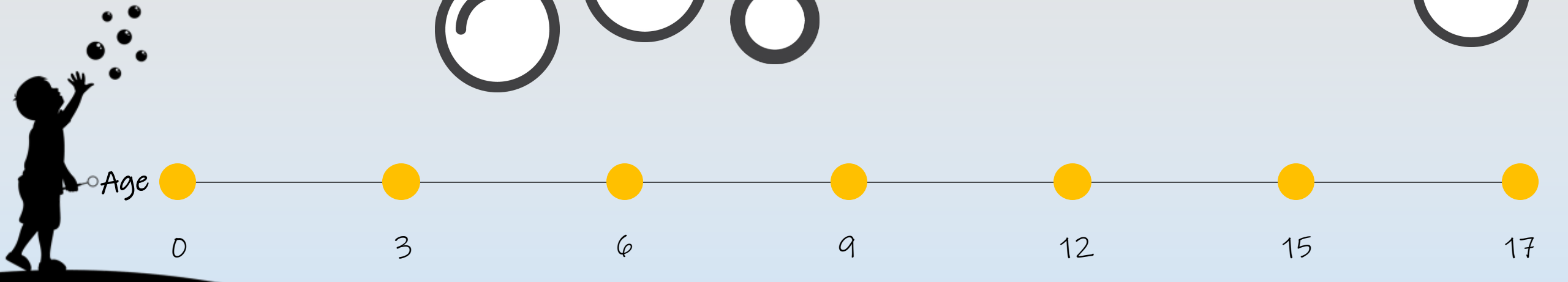


# ACTIVITY

- Draw your Lifeline!

# MY LIFELINE

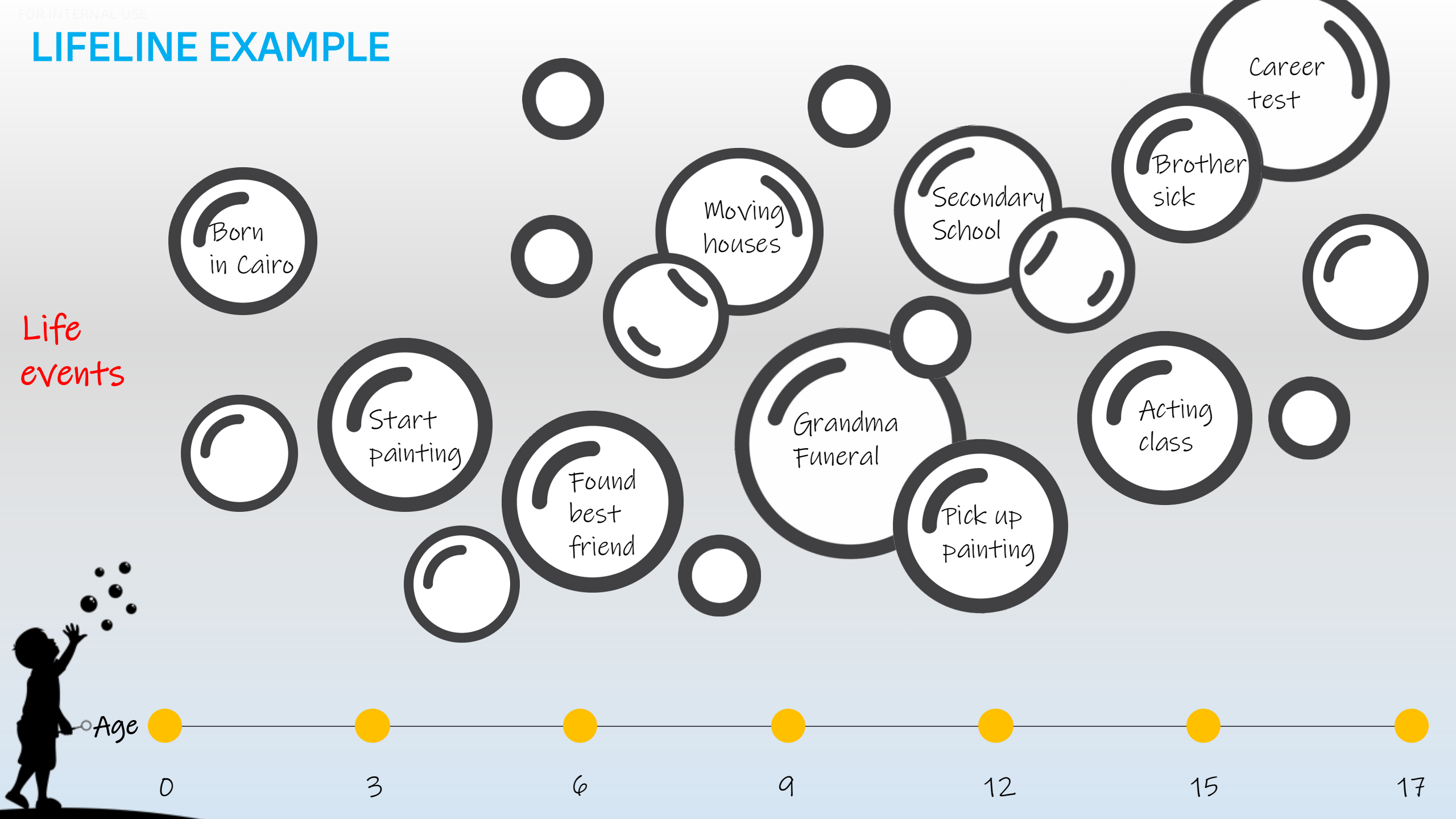
Life  
events





# LIFELINE EXAMPLE

Life  
events



# THIS IS MY LIFE! PART 1



Individual Activity



Think about yourself then draw the flow of your life.



5 minutes



# THIS IS MY LIFE! PART 2



Work in groups of 3



- Share your lifeline with your group members.
- Explain how some key events impacted your life.



10 minutes





# Self Awareness & Self Discovery

Professional skills

Financial management  
Project management  
Analytical skills  
Writing  
Customer service  
Technical skills  
Sales skills  
Public speaking  
Language skills

Personal competencies

Networking  
Resilience  
Conflict management  
Teamwork  
Emotional intelligence  
Adaptability  
Leadership  
Critical thinking  
Time management  
Decision-making

Problem-solving  
Creativity  
Cultural competence  
Quick Learner  
Interpersonal skills  
Communication  
Attention to detail  
Self Motivation  
Self Confidence





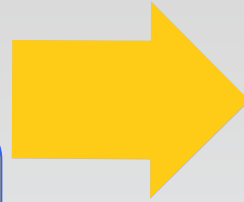
# ACTIVITY

- List your achievements and skills

# WHAT ARE MY ACHIEVEMENTS?

## Sports, teams and clubs

Played in the school football team



## Skills

- Teamwork
- Resilience
- Self motivation
- Time management
- Leadership

# LIST YOUR ACHIEVEMENTS



Individual activity

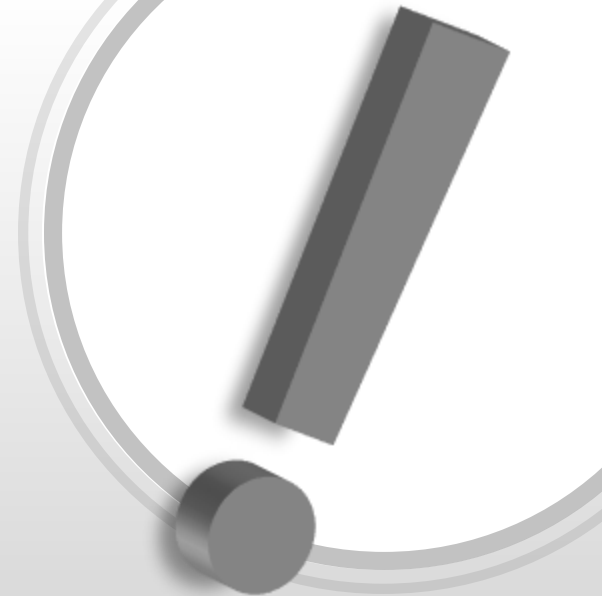


- List maximum 3 things you achieved so far
- Identify the skills that helped you reach each achievement
- Use your workbook



5 minutes





# ACTIVITY

Reflect on your  
development



# KEY DEVELOPMENT ELEMENTS



Individual activity



Write maximum the 3 most important elements that helped your development on a post it and add your post it to the flipchart.



5 minutes





# SHARE YOUR MOST IMPORTANT ELEMENT



Luis

Marc

Sarah

Sali

Omar



# Growth Mindset



# LET'S TALK





# ACTIVITY

Overcoming  
Challenges

# OVERCOMING CHALLENGES



Individually/groups of 2



- Reflect individually on the questions in your workbook.
- Discuss with your partner the answers to these questions.



10 minutes







# Goal Setting



# ACTIVITY

Future Lifeline!

# GOAL SETTING



Individual activity



Using a pyramid shape, set your future milestones where you envision your dream job, learning and development focus areas and the skills needed to achieve this.



20 minutes



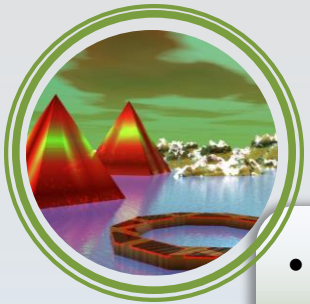
# GOAL SETTING - 1



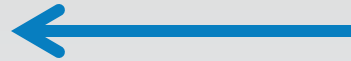
Graphic Designer



- Patience and dedication
- Creative thinking
- Attention to detail



- Use graphic design tools
- Apply design skills
- Apply color theory to a layout



Future  
job



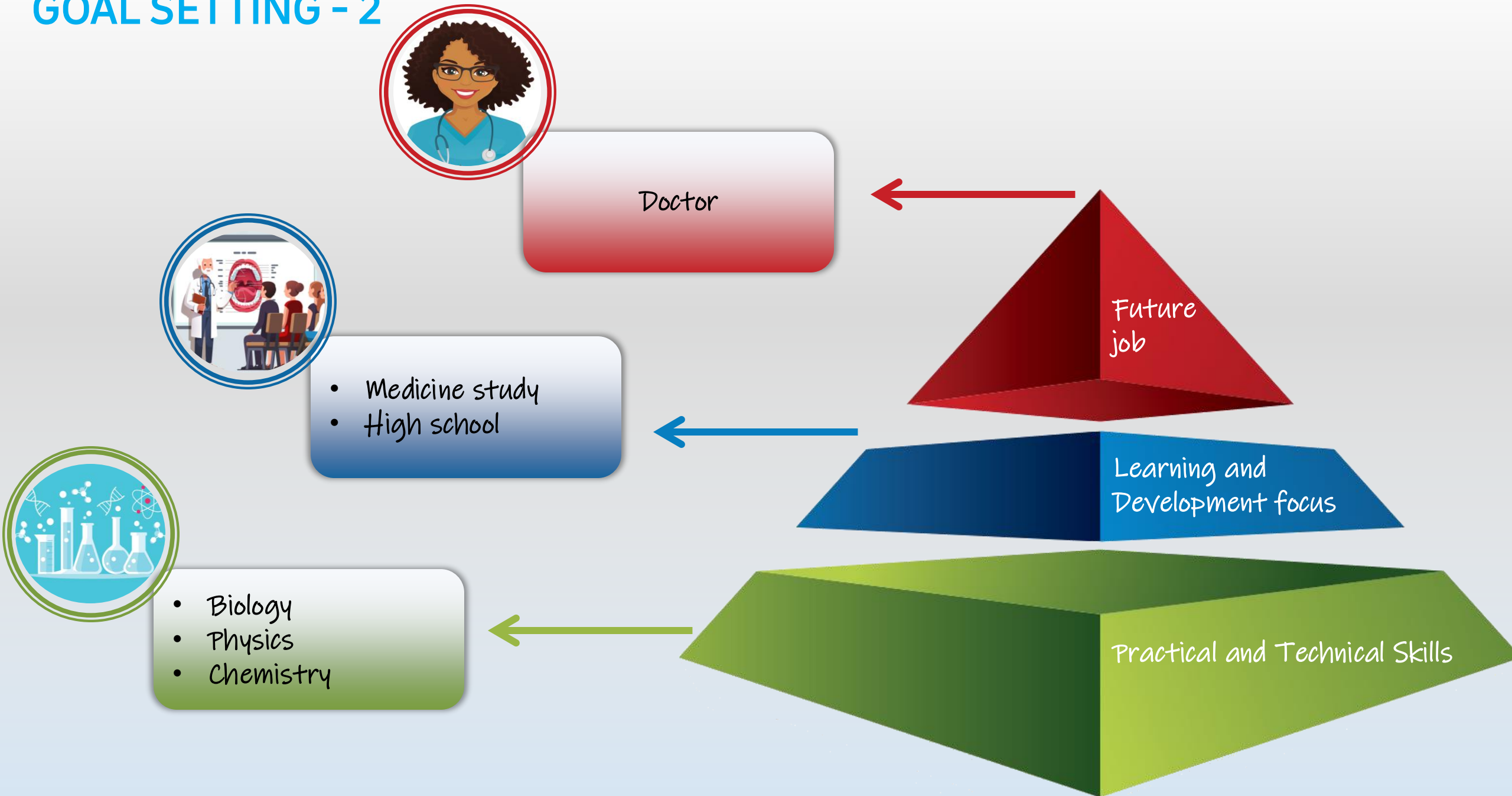
Learning and  
Development focus



Practical and Technical Skills

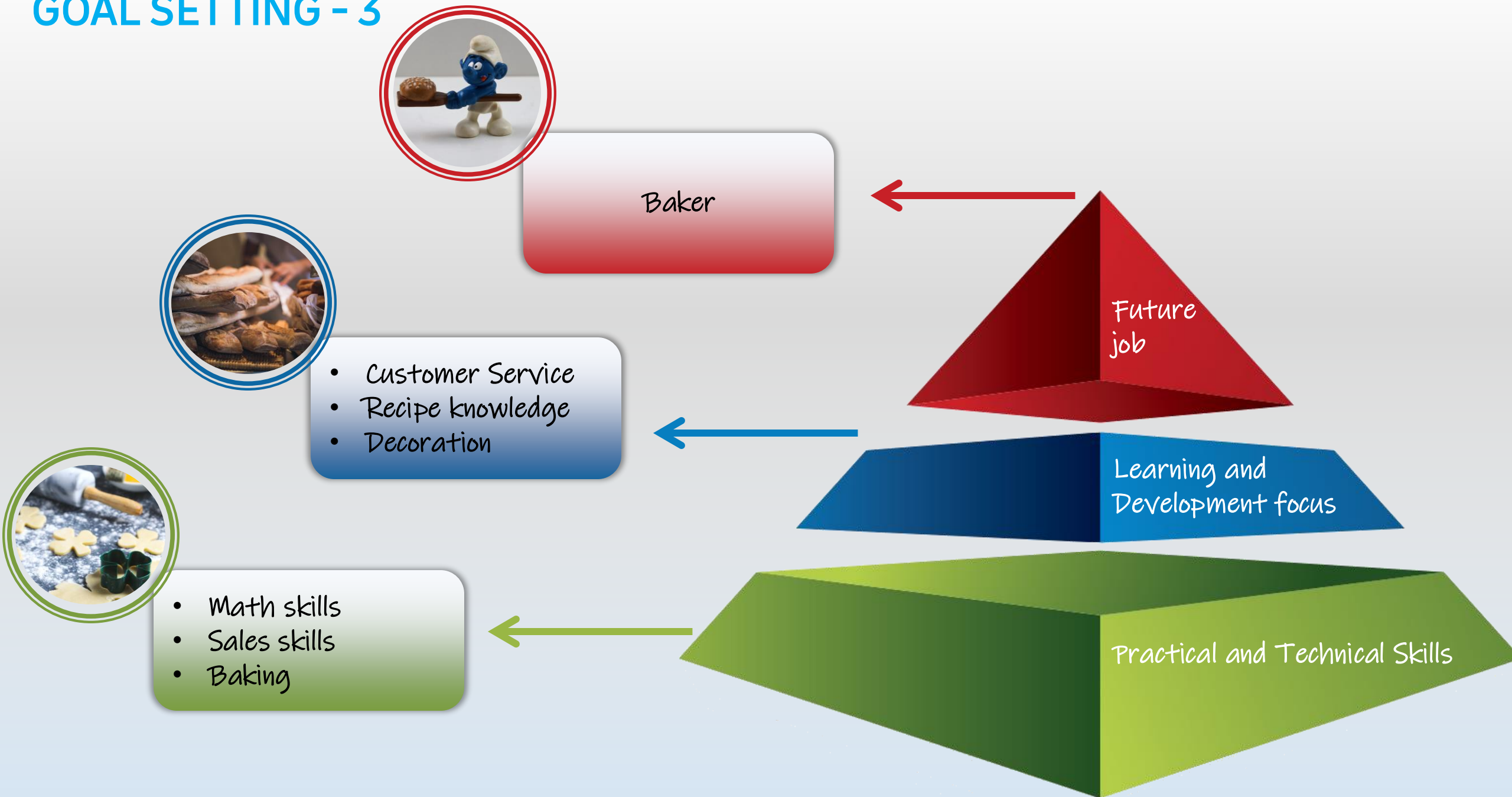


# GOAL SETTING - 2

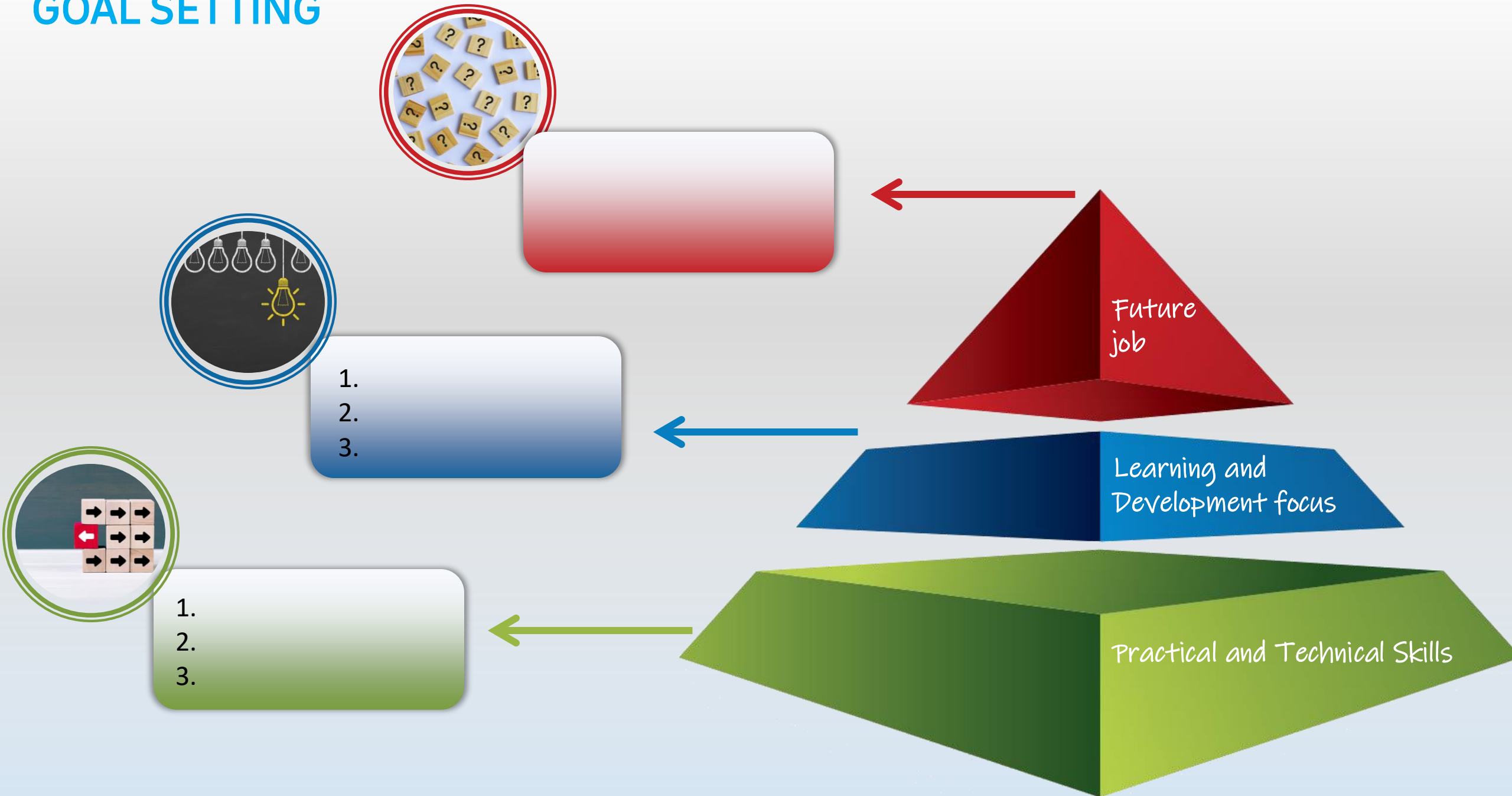




# GOAL SETTING - 3



# GOAL SETTING





# ACTIVITY

## SMART Goal

# SMART





# SET A SMART GOAL

## Goal:

Bake something

## SMART Goal:

S: I will bake bread, cake and pizza

M: I will bake 1 of each

A: I have the resources like time, money, recipe book

R: It will help me to develop my baking skills

T: I will do this within 2 weeks



# SMART ACTIONS



Individual activity

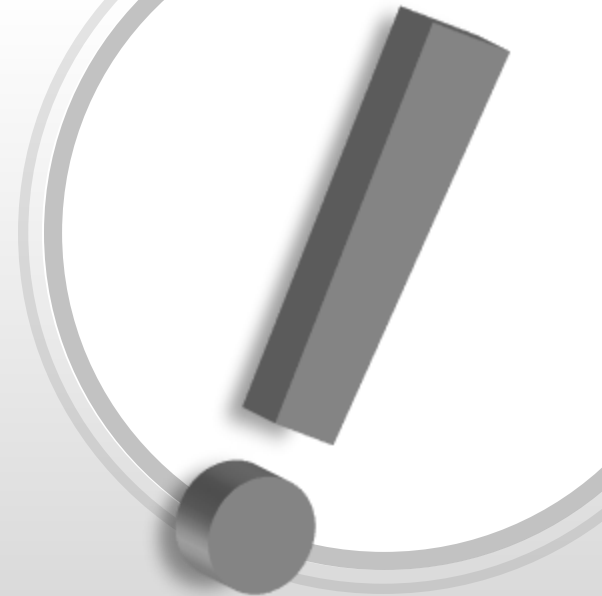


- Reflect on what you need to do to reach your goals.
- Formulate 3 SMART short-term actions that help your development
- Use your workbook



20 minutes





# ACTIVITY

- Dear Future Me...

# WRITE A POSTCARD TO YOURSELF



Individual activity



- Write a postcard to your future self to remind yourself of your goals and why they are important to you.
- Use the link provided or your workbook



10 minutes





# SUMMARY

Today we have covered:

## 1. Self Awareness & Self Development

- List your key achievements
- Reflect on your development

## 2. Growth mindset

- Overcoming Challenges

## 3. Goal Setting

- Future lifeline
- SMART Goal
- Dear future me

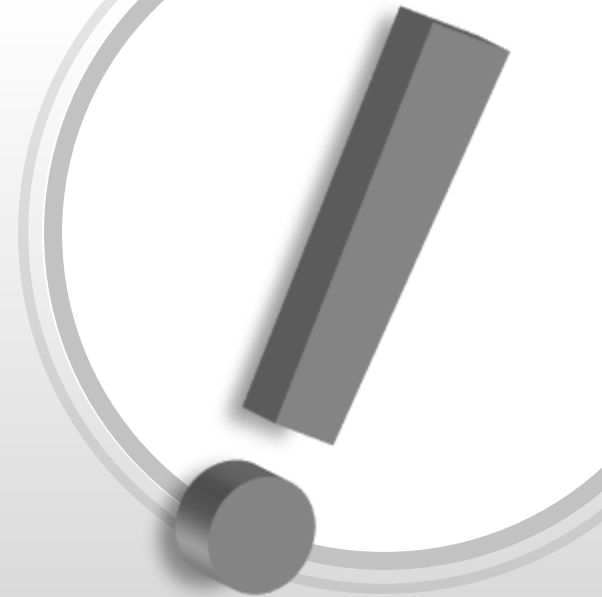


# ANY QUESTIONS?





**Wrap up**



# ACTIVITY

● Key Takeaways



# NOTE YOUR KEY TAKEAWAY



Individual activity



Write your key takeaway of the workshop on a post it and add it to the flipchart.



15 minutes



YOU HAVE COMPLETED THIS SESSION



*Congratulations!*



**THANK YOU FOR YOUR TIME  
AND ATTENTION**

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