

Women Redefining Perfectionism: Embracing Flexibility to Achieve Progress

OEM: AMA • Code: 02959

COURSE DESCRIPTION

Based on the book, *The Productive Perfectionist: A Woman's Guide to Smashing the Shackles of Perfection*, this course offers you practical strategies for shifting your focus from pursuing and obsessing over perfection to achieving excellence, emphasizing efficiency, effectiveness and overall well-being.

AUDIENCE PROFILE

- Professional women who want to free themselves of counterproductive perfectionism and risk-averse tendencies and become more confident, productive and innovative leaders.

PREREQUISITES

- This section doesn't contain any content.

COURSE OBJECTIVES

By the end of this course, participants will be able to:

- Transform your inner critic into an inner coach
- Recognize, create and celebrate "situational wins" for yourself and your team
- Gain increased comfort in seeking help, obtaining feedback and expanding your network
- Learn to manage challenging perfectionist types and demanding work environments
- Recognize and overcome _imposter syndrome_
- Release self-imposed standards of perfection
- Become a more innovative leader who can make faster, more informed decisions
- Distinguishing productive perfectionism from unproductive perfectionism
- Learning the five essential actions for boosting productivity
- Identifying and fostering three core positive emotions for heightened productivity
- Shifting from pursuing perfection to striving for excellence
- Identifying and expanding your comfort with risk-taking
- Applying strategies to work with demanding bosses, challenging colleagues and clients
- Navigating unfriendly or hostile work environments
- Identifying and reframing self-limiting standards of perfection or "shoulds"
- Reviewing common leadership challenges and applying decision-making acceleration techniques

Module 1: Introduction

- Understand Our Perfectionist Beliefs and Limitations.
- Identify, Imposter Syndrome and Offer Tools for Self-Management.
- Discover and Release Self-Imposed Standards of Perfection to Foster Flexibility, Adaptability Leading to Greater Creativity, Innovation, and Productivity.
- Transform Your Inner Critic Into an Inner Coach.
- Build Competence in Managing Challenging Perfectionist Types and Demanding Work Environments.
- Embrace Challenges Outside Comfort Zones and Set and Achieve Meaningful Goals With Less Stress.
- Develop Skills in Soliciting Feedback and Expanding Your Professional Networks.
- Recognize, Create, and Celebrate “Situational Wins” for Self and Teams.
- Develop Competence to Become a More Decisive and Agile Leader at Work and in Life.

Module 2: Understanding Productive Perfectionism

- Distinguish Productive Perfectionism From Unproductive Perfectionism.
- Learn When Perfectionism is Necessary.
- Utilize Five Essential Actions for Boosting Productivity.
- Turn Actions Into New Habits.

Module 3: Cultivation and Coaching Toward Core Positive Emotions

- Effectively Connect and Utilize Three Core Positive Emotions.
- Learn Daily Practices to Enhance Emotional Well Being and Productivity.
- Create a Shackle-Smashing Action Plan.

Module 4: Pursuing Excellence in Perfection

- Shift from Pursuing Perfection to Striving for Excellence.
- Understand the Link Between Unproductive Perfectionism and Imposter Syndrome.
- Distinguish Between the “Situational Win” and Perfection.
- Develop Practices for Goal Attainment and Increased Satisfaction.

Module 5: Identifying and Expanding Your Comfort with Risk-Taking

- Identify Mindsets Around Risk and Assess Risk-Taking.
- Expand Comfort Zones to Have Increased Options and Be More Resilient.
- Learn and Use the Three Step Resilience Approach to Risk-Taking.

Module 6: Strategically Building Your Network

- Understand Trust and Selective Vulnerability.
- Learn a Step-By-Step Approach to Building Trust Quickly.
- Develop Ways to Expand Your Network Strategically.

Module 7: Managing Challenging Perfectionists

- Apply Tools and Strategies to Work With Demanding Bosses, Overachieving Direct Reports, and Challenging Colleagues and Clients.
- Learn How to Assess Organizational Culture During Job Interviews.
- Relaxing Your Self-Limiting Perfectionism and Developing an Action Plan to Becoming a Productive Perfectionist
- Identify and Reframe Self-Limiting Standards of Perfection or “Shoulds.”
- Discover Energizing and Playful Activities Outside of Work to Enhance Creativity and Innovation.
- Review Goals From Day One and See What You Have Learned to Help You to Become a More Productive Perfectionist.

Module 8: Wrap-Up: Becoming a Decisive Leader, Today

- Discover How Successful Leaders Make Faster Decisions.
- Apply Decision-Making Accelerations Techniques to Leadership Challenges.
- Create Your Action Plan.