Zambia Institute of Human Resource Management

Mindset Change Training

Training Introduction

Your mindset is your set of beliefs, values and attitudes about yourself and the world around you. These beliefs shape how you experience the world.

In the workplace, there are two specific types of mindsets: a fixed mindset and the growth mindset. These two types of mindsets can either promote personal growth and productivity or hamper an employee's performance.

People with a growth mindset achieve ever-higher levels of productivity and can help their organizations thrive; by contrast, people with a fixed mindset tend not to develop professionally, and may hinder an organization's goals. In this training, participants will learn about the characteristics of a growth mindset, and how to distinguish it from a fixed mindset.

Participants will explore methods of developing mindsets for success and high productivity, and how professional growth can benefit them and the entire organization.

Training Purpose & Objectives

Mindset training courses help employees develop a positive and growth mindset, improve their skills, overcome challenges, and boost their performance in the workplace.

By the end of the Positive Thinking and Mindset Training Course, the participants of this program will be able to:

- Learn human behaviours and different types of thinking
- Understand the internal and external causes of negative thinking
- Understand the impact of negative thinking over business performance
- Handle workplace negativity and negative people
- Learn effective tools and techniques for changing attitudes and behaviours
- Learn visualization techniques to transform personal thoughts and beliefs
- Learn Problem Solving techniques with creative thinking
- Learn the Tip and Techniques for Personal and Career Development

- Create a roadmap for success with a result-oriented action plan

Organisational Benefits

Organizational benefits of staff who participate in this Mindset Change Training Course will be as below:

- This will significantly impact work productivity
- Increased productivity would result in greater organizational efficiency and profits
- Employees actions are aligned to the corporate vision of the organization
- Employees can identify and achieve definite goals with a clear mind
- High-performance teams are built on positive collaboration
- There is an elimination of unhealthy competition among the staff
- Employees learn to minimize distractions from work and have a focused mind
- This enables managers to evaluate the workload of their employees
- Employees develop a pleasant and collaborative environment at work
- They easily adapt to the best practices of the organizations
- They easily handle negative situations at the workplace in positive ways

Personal Benefits

Following are the Personal Benefits of Staff participating in the Mindset Change Training Course:

- Individuals can transform mindsets and attitudes from negative to positive
- They can positively influence people and impact their thinking
- There is a reduce wastage of time and energy due to improved focus and they achieve more
- Individuals can involve in helping others to solve problems
- There is a greater self-awareness in Individuals who carry a positive mindset
- Individuals can create and sustain a positive mental attitude during times of crisis
- Development of self-control, self-confidence, and self-discipline is noticed
- Positive thinking and mindset always inspire others around them

Course Outline

This training workshop is customized to address pertinent mindset challenges in organizations with practical case studies, scenario analysis and will use an interactive approach to meet the learning expectations of the participants.

Below are the modules that will be facilitated in the Mindset Change Training Course:

Module 1

- Psychology of Positivity: Why mindset change matters
- Optimism versus Pessimism
- Science and Power of the Human Brain
- Understanding the circle of influence and circle of concern
- Events affecting: Positive and Negative Thinking
- Tactics for transforming negative words and experiences
- Techniques to cultivate positive thinking patterns
- Develop Positive Communication: Art of Positive Speaking
- Going beyond set limits with your thinking

Module 2

- Mindset change and organizational culture transformation
- Thinking in different Approaches and Backgrounds
- Examining and evaluating existing mindsets of others
- Strategies for eliminating obstacles to positive thinking
- Left and Right brain thinking: Vertical and lateral hemispheres
- Characterizing your own Style of Thinking and Mindset
- Six Thinking Hats: Edward de Bono
- The Mind and Building Positive Relationships
- The Mind and causing Toxic Relationships

Module 3

- Understanding People and Negative behaviour
- Introducing others to a World of Positivity
- Workplace negativity: How it begins
- Workplace negativity: How to end
- Demotivation: The Negativity Booster
- The Virus of Demotivation
- Radiating and sustaining a positivity force field around you
- Techniques to present change, ideas, and criticism positively
- Self Personal Development
- Step-by-Step action plan for developing positivity

Module 4

- Autogenic Conditioning of the mind
- Programming the unconscious mind
- Mindfulness and Visualisation
- Anxiety Control and Meditation
- Visualization techniques and Relaxation techniques
- Visualization and Mental Imagery
- Practical positive thinking tools and methods
- Becoming more proactive and seizing control

Module 5

- Developing a Growth Mindset
- Moving into a Growth Mindset
- Setting your Mind on Growth
- Growing your Mindset
- Recognizing a Growth Mindset workplace
- Embracing a Growth Mindset at Work
- The power of positive thinking
- How successful people think

Module 6

- Process of Change: The Inevitable
- Getting ready to change your thinking patterns
- Identifying negativity in words and thoughts
- Change Management: From negative to positive
- Making positive thinking create opportunities
- Deleting the history of old negative beliefs and foundations
- Reprogramming your thinking and mindset

Module 7

- Problem solving skills
- Problem-Solving through Positive Thinking
- Identifying the root of the problem
- Getting the mindset right and focused on solutions
- Creating practical, inventive and positive solutions
- Setting Priorities: Focusing on what's important
- Setting work and life Objectives for success

- SWOT Analysis: Positive side of life

Module 8

- Energy and vibes transfer between people
- Mind over mood/emotions
- Relation between Negative thinking and Ill-health
- Influence of the mind to interrupt change
- Breathing and Relaxing influences Positive Thinking
- Preparing for future negative scenarios
- Building a negative mindset proof organization

Training Methodology

- Power Point Presentation
- Audio Visual
- Small group discussion and group work
- Scenario analysis
- Experiential Learning

Training Duration: 2 days