



## MAXIMIZING YOUR PERSONAL EFFECTIVENESS



10 POINTS



*"In working with many successful people over the years, I've learned that understanding yourself is more important to career success than education, intelligence or charisma. Successful people know who they are and consciously play to their strengths. The good news is that we can all learn to do this."*

*Jack H. McQuaig  
Founder, The McQuaig Institute*

Are you making the most of your talents at work? What simple steps can you take to deal effectively with the things that might be holding you back?

Maximizing Your Personal Effectiveness is a one-day seminar that helps participants build on the powerful self-knowledge gained by completing The McQuaig Self-Development Survey™. Participants will come away with a detailed action plan to encourage improved job performance, increased job satisfaction and greater success.

### Learning Outcomes

- > Gain insight into your personal strengths and developmental areas
- > Apply your understanding of your individual behavioural traits to practical, on-the-job situations
- > Identify several key actions you can take back to work and start on immediately
- > Ensure that your action plan is aligned to your organization's goals
- > Develop skills to help you seek the coaching and support needed from your boss

### Walk-Away Tools

The McQuaig Self-Development Survey™ Report: This validated self-assessment includes a detailed analysis of strengths and developmental areas, up to forty action items to help you maximize your professional effectiveness, a simple methodology for prioritizing your action items and aligning them to your company's goals and a personal action planner with extra copies for future use.

### Cost:

For in-house programs, the cost is \$3,500\* plus \$75 per person for materials, which includes The Self-Development Survey. For seminars outside the GTA, travel expenses will be billed to the client.