



Ignite: Women @ Work Program Outline

Overview

This program has been developed to support women in business, non-profit and industry in reaching their goals and gaining confidence in their ability to contribute and grow in their field. We believe that workplaces are made stronger by increasing representation of women at all levels within the organization. This program aims towards boosting confidence and amplifying the impact of women at work and in our community.

Participants will be introduced to best practices and will have an opportunity to put them in practice through scenarios and exercises throughout training. In addition to the four training sessions, each participant will receive 1:1 coaching sessions. These coaching sessions will be an opportunity for each participant to reflect on their current challenges and opportunities and set goals moving forward to ensure that they are moving in the direction that aligns with their own values and priorities.

Who is this program a fit for? While this training program is available to all women, it's most impactful for women in their early to mid career, including women on track for leadership positions, establishing themselves in their career or looking to pursue a new opportunity.

Time Commitment – 4 half-days

Learning Outcomes

- Participants will feel more empowered to proactively communicate and speak up in their workplace
- Participants will strengthen their language patterns and reduce minimizing language
- Participants will increase confidence to actively work towards their personal and professional goals
- Participants will have the ability to give feedback to team members and leaders
- Participants will gain experience presenting and public speaking

Summary of Content

Session #1

- Understanding the Stats & Stereotypes
- Cultivating Confidence
- Dealing with Imposter Syndrome and self-doubt
- Identifying talents & strengths

Session #2

- Minimizing language and strengthening language patterns
- Speaking up & amplifying voices
- Conveying accomplishments and success
- Advocating for yourself and others
- Presenting & using your authentic voice



Session #3

- Coping with Stress & Work Life Balance
- Determining your priorities
- Setting and communicating boundaries
- Tools to giving and receiving feedback

Session #4

- Networking 101
- Building relationships
- Seeking Mentorship / Sponsorship
- Developing a Leadership Mindset
- The power of being you

Endorsements for the Ignite Program

The Ignite Program is a meaningful and essential experience for women in business seeking to reach their goals and gain confidence in their ability to contribute significantly in their field of work. What I liked most about the program was the practical skills gained from cultivating confidence, learning how to build resiliency, advocating for yourself and others as well as developing a leadership mindset. Devan and Jane are wonderful facilitators who blend the right amount of enthusiasm, strong facilitation and well-presented content so that participants feel engaged to share their experiences and challenges in a safe and influential space. Highly recommended.

-Trina Huntley, Learning & Development Manager, Payworks

The Ignite program was completely transformative for me. Not only did it capture all of the challenges I face as a professional woman perfectly, it also provided a community of support that has lasted far beyond the length of the program. Acuity HR has long been synonymous with excellence in the field and if you take this program, you will see why.

-Kajal Bansal, Founder, Spark Career Co.