

Course Overview

Number of Units: 5 Units

Estimated time: 3 - 5 weeks or 9 - 15 hours

OALCF Levels: A1.1-2, A3, E.1

Suggested Milestones: 1 or 2, 3 or 4, 14, 57

Course Description

This is the second part of a two-part course on self-esteem. The first part introduced you to self-esteem basics. The second part of the course teaches about issues you might face and how to keep your self-esteem raised when times are hard, especially when at work! You will learn about increasing your resiliency on and off the job.

Summary of activities: Reading, Quizzes, Journals and Online Forums.

Unit 1: Stress and the World of Work

In this unit, we talk about handling stress at work. We also look strategies for managing stress in a job interview.

Unit 2: Other People at Work

In Unit 2, you will learn how other people can impact your self-esteem at work. We explore ways to cope during situations when teamwork is required on the job. Strategies for dealing with difficult people, how to give positive feedback to others and ways to handle negative feedback will be covered.

Unit 3: Changing our Strategies

In this unit, you will learn about taking responsibility and how the choices you make can impact a situation at work. Learn about the supports that are available to you if you need help managing your self-esteem at work. You will also learn how mentors can support you in the workplace.

Unit 4: New Habits

In this unit, you will learn some tips when settling in to a new job or work environment. You will learn the idea of taking a “clean slate” approach. Finally, you will learn about different workplace cultures and how to handle emotions in the workplace.

Unit 5: Next Steps

In this unit, we talk about setting performance goals, taking risks and managing change as you move forward in life.