

Simply Being Present[®]

Simon Michaels, lead trainer



Course outline

What's the structure of Simply Being Present?

Mindfulness training is traditionally an 8 week programme, with one 2-hour class per week, and one longer session. Students are expected to commit to at least 30 minutes practice a day.

This time commitment can be a barrier for busy people. So we've adapted the training to a 'short and often' model, integrating practice into everyday living and working.

People have busy schedules and work in different ways, so we also adapt the delivery to suit each organisation. By combining face-to-face workshops with webinars and online learning, no one should miss a class. Workshops & webinars are recorded to video for watching later.

We also adjust the content to address the specific stresses of each professional sector, team or organisation.

A core feature is interaction between trainees, and with the trainer. An e-learning platform is set up specifically for each training cohort, which holds all training materials for anytime access (mobile friendly), and which enables social learning and experience-sharing.

Learning outcomes

There are three core outcomes from the Simply Being Present training include:

1 - **Increased personal resilience.** This helps trainees in several ways such as:

- Learning how to manage tough workload demands, without getting overloaded
- Getting better at dealing with difficult events, with calm, clarity, and perspective
- Recognising that stress is our personal, learned reaction to stimuli, and re-training ourselves to react and respond differently

2 - **Getting on better with others.** In particular this is relevant to:

- Working with colleagues, team-working, and in the relationships between directors, line managers and employees
- Better communication and interactions with clients, customers, partners and service users

3 - **Improved focus and productivity.** This is experienced in terms of:

- The ability to concentrate and stay present-focused, without the habit of distraction
- Increased clarity of purpose, and being better able to see what's important

A typical course model

Courses comprise one month intense training, followed by a further month of guided practice.

The following outline illustrates a typical programme, which is adapted for each training cohort.

Pre-start, course design (approx. 2-3 weeks):

Scoping	Interactive exercise with client or steering group to scope the common stress factors for each cohort, and the best delivery model (esp. the balance of face-to-face and webinars).
Bespoking	Adapt and create new content as required, and agree the delivery programme
Registration	Promoting the training to employees with outline information and programme; & registration form
Filtering	Identification of suitable applicants and agreed action if applicants have relevant mental health issues
Setting up	Pre-training information to trainees, & invitation to join the e-learning platform, and pre-training self-assessment

Week 1:

Monday	2 hour workshop face to face, or 2x 1-hour webinars
Tues-Friday	20 minute face to face workshop or webinar

Weeks 2-5 (or 2-8):

Monday	30 minute face to face workshop or webinar
---------------	--

Week 9:

Monday	Final face-to-face 30 minute workshop or webinar
---------------	--

Trainees are also given a detailed **schedule of individual practice** for 8 weeks, and there are daily interactions between trainees, and with the trainer, on the e-learning platform.

Individual **coaching** is available to support trainees if required.

Pre-training and post-training self-assessment **surveys** are made to contribute to project **evaluation**.

After completing the course, trainees will be included in regular **mailings** with stress-busting tips, mindfulness insights, and suggested exercises. The cohort's e-forum can be continued too.

Deeper practice development is offered through occasional weekend **retreats**.