

# Develop Self

The **Synchronous e-Learning** Bootcamp for Conquering Mountains

Based on SkillsFuture Singapore Skills Framework.

\*Enjoy up to **70% SkillsFuture Funding and Absentee payroll Funding** now!



## Every Mountain Top is Within Reach. Prepare for the ascent.

*"It is not the mountain we conquer but ourselves."*

Sir Edmund Hillary

Facing the challenges of a turbulent business world is much like climbing a mountain. There are hazards to overcome. Daunting decisions to make. Perhaps even an expedition to lead.

Are you up to the task? Sharing the vision with passion and drive? Before you conquer any mountain, first conquer yourself. Embark on our 2-day bootcamp that gears you for challenges ahead. Identify your strengths so as to push yourself and others to the ultimate limit. Build the muscle for constant growth and always be on top of your game!

Re-examine the way you work so as to adapt quickly to change. Equip yourself with essential skills on communication, decision making and professional self-development. Learn from a highly qualified facilitator with insight and passion!

Get ready to be engaged through profiling, case studies, role plays, discussions and presentations. Emerge with the mindset and strategies of effective T-shaped leadership. Most of all, climb your mountain with ease as you lead your team to the top!

## Learning Outcomes

At the end of the course, you will be able to:

- ▶ Increase self-awareness in developing and maintaining professional competence.
- ▶ Adapt communication style at the workplace
- ▶ Use appropriate decision making processes in team setting.

## Topics

Develop and Maintain Professional Competence

- ▶ Career Assessment
- ▶ Career Development Strategies

## Topics (continued)

### Communicate Effectively

- ▶ 2-way Communication
- ▶ Barriers to Effective Communication
- ▶ Art of Feedback
- ▶ Communication style

### Lead Team Decision Making

- ▶ Goal-setting
- ▶ Data Collection
- ▶ Idea Generation
- ▶ Risk Profiling
- ▶ Choice

## Target Participants



Team Leaders looking to identify their personal strengths and limitations, to enhance their skills and maximise their impact.



### Certificate

Upon successful completion of the course, participants will be awarded with a Statement of Attainment from SkillsFuture Singapore (SSG), namely **Personal Effectiveness(Level 3)**.

## What Our Clients Say...

- ▶ 100% of our participants intend to apply what they have learnt at their workplace.
- ▶ 100% of our participants would recommend the course to their friends and colleagues.

*"I learnt valuable teachings on communicating with the elder generation and my workers. Thank you for upgrading me into a better leader for my team."*

Charles Tan  
Executive Director  
Sunray Woodcraft Construction Pte Ltd

*"By applying self assessment, effective communication and decision-making, learners can achieve better effectiveness at work. Enriching, refreshing and definitely a two thumbs up course!"*

Brian Soh  
IT/Infrastructure Manager  
Seng Heng Engineering Pte Ltd

## Our Facilitator



Dr Lynda Wee, is a Specialist in Leadership Development, Strategic Planning, and Retailing. She is a Certified Senior Practising Management Consultant, Workplace Learning Specialist, LEGO® SERIOUS PLAY® methodology Developer and Facilitator, Certified

Everything D.i.S.C. Workplace® Facilitator, Certified IBM Enterprise Design Thinking Practitioner, and Co-Creator.

Prior to founding Bootstrap, she was the Senior Vice President of Learning and Development at CapitaLand Limited where she led the Leadership and People Development Initiative. She held the concurrent post of Founding Principal for CapitaLand Institute of Management and Business. She spearheaded the Innovation, Creativity and Entrepreneurship (ICE) Initiative to develop and implement radical new business ideas for the group.

She led four SkillsFuture Singapore's innovation projects for innovating learning technologies in various industry sectors. She was bestowed The Innovator Award (2000), The Enterprise Challenge Shield (2003) and the TEC Champion Award (2003) from the Singapore Prime Minister's Office for her innovation in piloting Problem-Based Learning in Tertiary Education.

She serves as an Adjunct Associate Professor at the Nanyang Business School, Nanyang Technological University. She is a Fellow at The Chartered Institute of Marketing, United Kingdom. She served as an independent Director of a public listed firm. She obtained her Doctor of Philosophy (Retailing) from the University of Stirling, United Kingdom.



### Register Today!

Call (65) 6592 0024 or  
email: [peggy.sitoh@bootstrap.com.sg](mailto:peggy.sitoh@bootstrap.com.sg)

2 days, 8:30am to 8:00pm,

21 hours **Synchronous e-Learning** excluding lunch hour.

Workshop will be conducted via ZOOM.

11 & 12 Sep 2023

16 & 17 Nov 2023

## Course Fee

Enjoy up to 70% SkillsFuture Funding and Absentee Payroll Funding from SSG now! Company-sponsored Singaporeans and Singapore Permanent Residents with Central Provident Fund contributions are eligible for the following:

| Funding Type   | Course Fee | SkillsFuture Funding | Nett Fee | Absentee Payroll Funding | Nett Investment for Employer |
|--|------------|----------------------|----------|--------------------------|------------------------------|
| <b>SkillsFuture Funding (Baseline)</b><br>For Non-SME sponsored & Self-sponsored Individuals below 40 years old.                                       | \$780.00   | \$390.00             | \$390.00 | \$94.50                  | \$295.50                     |
| <b>SkillsFuture Mid-Career Enhanced Subsidy</b><br>For Singaporeans 40 years old and above.<br>(Same for SMEs, Non-SMEs & Self-Sponsored Individuals.) | \$780.00   | \$546.00             | \$234.00 | \$94.50                  | \$139.50                     |
| <b>SkillsFuture Enhanced Training Support for SMEs</b><br>For SME-Sponsored Individuals regardless of age.   | \$780.00   | \$546.00             | \$234.00 | \$94.50                  | \$139.50                     |

## Self-sponsored Individuals

All Singaporeans aged 25 and above can use their SGD 500.00 SkillsFuture Credit to participate in Bootstrap's Develop Self Workshop. For enquiry or registration, please email [peggy.sitoh@bootstrap.com.sg](mailto:peggy.sitoh@bootstrap.com.sg) or call 6592 0024.

Course Fee Funding from SSG is available to self-sponsored individuals. Visit MySkillsFuture website (<https://www.myskillsfuture.gov.sg/content/portal/en/index.html>) for more information.