

Leadership & Management Development



2.1 Achieving Personal & Professional Excellence

The programmes within this Personal Development pillar are not “off-the-shelf” courses. They are designed as a menu of development options that can be combined, adapted and shaped to reflect what is really happening for individuals and teams within your organisation. What begins as a request for confidence, resilience or mindset support often reveals something deeper – identity, self-belief, emotional commitment or the ability to navigate change.

These outlines are therefore best read as catalysts for discussion – prompts to help you reflect on how people see themselves, how they show up at work and what inner shifts are required to unlock stronger performance and fulfilment. In practice, the most effective solutions often draw on complementary elements from across our other pillars – Communication, Management and Leadership, Business Development and Senior-Level Leadership and Talent Development. Every intervention we deliver is built in partnership with you, around your culture, your people and the outcomes you need to achieve.

Course Overview

Excellence is not a fixed goal but an ongoing commitment to learning and delivering at your best. This practical one-day programme supports participants to set meaningful goals, build productive habits and strengthen self-awareness to improve performance in work and life.

Participants will explore techniques to manage priorities, maintain motivation and enhance personal impact. They will leave with greater clarity on what excellence looks like for them and a clear plan to pursue it with confidence and consistency.

Who Should Attend

Professionals at any level seeking to:

- Strengthen personal and professional effectiveness
- Set and achieve purposeful goals
- Build resilience and manage demands confidently
- Improve communication and relationships

Relevant for individuals committed to personal growth and positive performance.

Context

Modern working environments demand adaptability, confidence and clarity of purpose. When priorities compete and expectations rise, individuals can lose sight of their strengths and the value they bring. Excellence is not simply about working harder, it is about working with focus, resilience and an understanding of what drives performance. Leaders who recognise their capabilities and align them with their personal values are more motivated, engaged and effective in the moments that matter.

At Expleo we help individuals unlock their potential by strengthening self-awareness, building positive habits and creating energy that supports both personal fulfilment and professional success. This programme empowers participants to define what excellence looks like for them and apply practical strategies that enhance their impact at work.

How Certification is Earned

Upon successful completion of this course, participants will be awarded a certificate of attendance from Expleo Academy.

Leadership & Management Development



Course Objectives

By the end of the programme participants will be able to:

- Define what excellence means personally and professionally
- Set clear, realistic and motivating goals
- Manage time and energy more effectively
- Apply a growth mindset to build resilience
- Strengthen self-awareness and emotional intelligence
- Communicate with greater clarity and confidence
- Commit to a personal plan to support continuous improvement

Course Outline

1. Defining Personal & Professional Excellence

- Understanding excellence as a continuous process
- Balancing performance, wellbeing and development

2. Meaningful Goal Setting

- Establishing personal priorities
- Building roadmaps for progress and accountability

3. Time Effectiveness & Personal Productivity

- Managing competing demands proactively
- Simple tools to improve focus and follow-through

4. Growth Mindset & Resilience

- Reframing challenge as progress
- Strengthening confidence and adaptability

5. Self-Awareness & Emotional Intelligence

- Identifying strengths, triggers and blind spots
- Positive relationship-building behaviours

6. Confident Communication

- Expressing ideas clearly and constructively
- Influencing positively in everyday interactions

7. Personal Action Plan

- Commitment to practical ongoing improvement
- Tracking progress and maintaining habits

Training Methodology

Interactive and reflective, including:

- Self-assessment exercises
- Group discussion and shared learning
- Personal strategy development
- Facilitator guidance and peer feedback

Delegates will leave with renewed motivation and a structured approach to improving everyday performance.

Contact

Patricia McGuire

Director Expleo Academy
Expleo Technology Ireland Ltd
M. +353 (0)87 235 5902
W. expleoacademy.com
pat.mcguire@expleogroup.com
academy-uki@expleogroup.com