

**NHS** England

# London School of Anaesthesia Personal and Professional Effectiveness -Time Management and Work Life Balance

### Summary of workshop

This workshop is designed to equip professionals with practical strategies to improve productivity and reduce stress. This course will provide valuable insights into how to manage energy, create boundaries between work and home, and explore strategies for more productive working.

#### What will be covered?

- Learn how to manage your energy, not just your time, to increase productivity and effectiveness at work
- Explore work-life balance and create boundaries between work and home to maintain a healthy work-life balance
- Reserve some 'thinking time' to help you reflect and recharge
- Explore strategies for more productive working and reduce procrastination
- Grant yourself permission to have a 'not to do list' to help you focus on the most important tasks

Led by experienced NHS doctors who have a deep understanding of the unique challenges faced by healthcare professionals, this course is designed to provide practical guidance and support to help participants prioritise their workload and manage their time more effectively. By participating in this workshop, participants will gain valuable insights into how to manage their energy, set realistic boundaries, and improve their personal and professional effectiveness at work.

# Who is it for?

Postgraduate doctors in training.

6 Hours Min - 4 Max - 24 Numbers F2F

#### Thursday 15th February 2024

Start: 9:30 (Doors open 9:15) Finish: 3:30

Location: Face to Face

Breaks: Coffee 10:45, Lunch 12:30 - 1:15, Tea 2:30

# Please book with your local centre



DoctorsTraining is a collaboration of senior doctors in postgraduate medical education, executive coaches, and experienced medical leaders.

We provide space to think, share ideas and to learn with fellow professionals.

We are authentic, highly credible, and passionate about supporting the current and future NHS workforce

Meet the team

"An expert presentation on resilience and how to motivate ourselves post-pandemic to a Surgical Congress. Simon has a wonderful reflective style of presenting, thought-provoking and useful to the audience. Fantastic feedback and I would love to have Simon back again to provide more talks. Very professional, useful and highlyrecommended."

> Mr Christian Macutkiewicz Consultant Surgeon Association Surgeons Great Britain and Ireland (ASGBI)