



**BPW EUROPE**  
Business & Professional Women

**Task Force**  
**LEADERSHIP & LIFELONG LEARNING**

hosted by **BPW Valletta Malta**

introducing the  
**PERSONAL EMPOWERMENT DAYS**  
in **MALTA**

**6-7<sup>th</sup> April 2018**





**BPW EUROPE**  
Business & Professional Women

## Task Force LEADERSHIP & LIFELONG LEARNING

Invites you to the first

### **PERSONAL EMPOWERMENT PROGRAMME** in MALTA

After several very successful workshops in different European countries, we are happy to announce the first PEP workshop in Malta

on 6-7<sup>th</sup> April, 2018.

**PEP** stands for Personal Empowerment Program, an interactive training program developed by BPW USA especially for women with the goal to prepare themselves for individual leadership tasks in their professional, social and personal lives. The seminar is designed in modules and teaches the basics for the most important skills and know-how that "women on the road to success" require.

**Venue:**  
**Verdala Palace**  
Rabat, Malta

**Timetable:**  
Friday, 6 April 2018 9 am to 5 pm  
Saturday, 7 April 2018 9.30 am to 2 pm

**Trainers:**  
BPW Task Force LLL Trainers

**Price \*:**  
BPW Malta members: **100 €**  
BPW members other countries: **200 €**

\*include: Coffee breaks and refreshments, lunches, extensive seminar documentation

#### **Registration**

Complete online form [here](#) or go to: <https://goo.gl/forms/pmaPwONN9QSFrJvJ2>  
or request info by e-mail\* at: [info@bpwmalta.com](mailto:info@bpwmalta.com)

\*please refer to PEP Training in the Subject line



Following the PEP WORKSHOP will be held a

## **PEP TRAIN-THE-TRAINER\* SESSION**

on 7th April, at the same location

for BPW members with training experience and an interest to become effective facilitators of the PEP program.

\* **The TTT session is an add-on to the PEP**

### **Workshop content:**

You will get an overview of the PEP-Modules and practical tips of how to present them when taking this specially developed and tested program home to your BPW club.

### **Your benefit:**

- Gain in-depth knowledge of the PEP program
- Learn new teaching and presentation methods
- Be an ambassador in your region to promote leadership trainings for BPW members and other women
- Receive a BPW Europe certificate

### **Timetable:**

Saturday, 7 April 2018 2.30 pm to 4.30 pm

### **Trainers:**

BPW Task Force LLL Trainers

### **Price for PEP and TTT\*:**

BPW Malta members: **150 €**

BPW members other countries: **300 €**

\*additional fee includes a full Train-the-Trainer manual and tips of how to run your own seminars



For further information please contact:

Chair Task Force Leadership and Lifelong Learning  
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# Overview **PEP**

## PERSONAL EMPOWERMENT PROGRAMME



### Develop your leadership skills!

The program shows women how to reach their personal and professional goals, their goals within organizations and those in the public domain.

Here is a selection of the topics we will deal with:

**Historical development and current activities of BPW** in view of the possibilities for members, goals, mission, vision and legal basics.

**Getting to know the behavioral and communication styles** of colleagues and employees and using them in a highly skilled and successful way. The participants learn to identify the stereotypes and the influence they have on the behavior and gain an overview of the DISC-model for human behavior that helps to recognize and utilize the differences in communication in a more useful way.

**Finding the right person for the right task.** This module builds upon the information gained in Module 2. It helps to identify the various types through listening skills and conveys the fundamentals that help to understand the feelings and assumptions of other people.

**Making a presentation.** The participants are taught the basics of presentations and the [many] aspects thereof, learn how to capture the audience, overcome the fear of giving a speech or making a presentation and prepare convincing presentations.

**Public speaking.** The participants learn to speak in public, are taught the secrets of how to make their speeches more effective, give constructive feedback and how to make impromptu speeches.

**Networking.** This Module teaches the participants the art of networking with individuals or groups and outlines the elements of successful networking and the various networking circles.

**Interviews,** advice and techniques imparted, to enable even more successful in interviews. The participants employ the DISC-model, check their own strengths, talents and skills. They prepare interviews, practice and assess them.

**Negotiation skills in business settings and for other opportunities.** The participants learn techniques for successful negotiations and how to deal with difficult people. The negotiation skills are practiced in role plays.

**Develop your goals.** What is important to you, what values do you have and what do you believe in? The participants learn to develop their personal goals, define their values and visions and are taught an approach for short and long-term goals.

**Public relations for your business and your organization.** The participants get to know the media processes, how to build a relationship with the media, how to draw up notifications and press releases.