



Boundary Management Training Program

Empowering Professionals to Thrive Without Burnout

- Set Limits • Build Respect • Work Smarter, Not Harder



Audience

In today's demanding workplace, professionals often struggle to balance personal well-being with organizational demands. Poor boundaries lead to stress, burnout, and reduced productivity. This program teaches participants how to set, communicate, and maintain healthy boundaries while staying effective at work.

Ideal for:

- HR Professionals & People Managers
- Team Leads & Supervisors
- Employees struggling with work-life balance
- Executives & Entrepreneurs
- Professionals in high-pressure environments



Course Description

The **Boundary Management Program** equips participants with tools to set clear limits, avoid workplace conflict, and improve time and energy management. Through practical strategies and role-play exercises, participants learn how to **say “no” without guilt, delegate effectively, and protect their well-being while maintaining professionalism.**



Course Outline

- Module 1: Understanding Boundaries: Personal, Professional & Digital
- Module 2: Why Boundaries Fail: People-Pleasing, Overcommitment & Fear
- Module 3: Communication Strategies for Assertiveness
- Module 4: Handling Difficult Colleagues & Bosses Respectfully
- Module 5: Work-Life Balance: Avoiding Burnout & Stress Overload
- Module 6: Delegation & Prioritization Techniques
- Module 7: Digital Boundaries: Managing Email, Chat & After-Hours Demands
- Module 8: Building a Culture of Respectful Boundaries in Teams
- Module 9: Case Studies & Role-Play Practice



Training Details

Duration: 2 days

Training Fee: N150,000





Thank you



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