

Licensing Information – Your Balanced Life™ Virtual Retreat From Jennifer Britton and Potentials Realized

Program Overview:

This is a **6 hour structured retreat** program which is **facilitated virtually (by phone)**.

Participants meet with the coach/facilitator as a group for the first 15 minutes of each hour. The remainder of the hour is spent working individually offline using the exercises outlined in the Participant Manual.



Who the Program is Designed for:

People who want to focus in on work-life balance or integration issues. People who are wanting to retreat and would appreciate “retreating” from home or their office. The virtual nature facilitates a much larger geographic reach for the program.

Program Overview:

Each hour of the retreat focuses on a different area related to balance. Specifically, the hours are broken down as:

- Start of the Virtual Retreat. Introductions. How Balanced is Your Life?
- Values - Our Internal Compass
- Envisioning My Future: Creating our Personal Vision
- My Priorities
- My Commitments and Action Planning
- Celebration and Sharing

As a result of the retreat program participants will:

- Reconnect with your most important values
- Clarify what your most important priorities are in your personal and professional life
- Develop a powerful vision of the future
- Acquire valuable time management tools to keep you focused and in balance
- Renew and recharge through exercises focused on self-care
- Develop a Balance Action Plan

Licensing Includes:

- Electronic copy of Participant Retreat Workbook (In Word)
- Sample pre-program email
- Pre-program needs assessment questions
- Facilitator Resources:

- Timeline with key suggestions for coaches/facilitators to follow
- Individual (1-1) Coaching Sheet – potential questions you may wish to ask
- FAQ (Frequently Asked Questions) for Participants
- Tips for Virtual Retreat Facilitation
- Program Checklist
- Registration Form
- Potential Topics to cover during post retreat group follow up call (optional but strongly recommended)

Introductory Cost for Licensing: \$297 CDN/US

Your license enables you to roll-out the Your Balanced Life Virtual Retreat program **as is** (or with slight modification) to your own groups.

Here's what people are saying about the program:

"Incredible! I didn't think that a virtual retreat would be so powerful. Thank you Jennifer!"

"I finished the day feeling refreshed and focused."

Jennifer's Background on Work Life Issues:

The Your Balanced Life!™ program was developed by Jennifer Britton, author of Effective Group Coaching (Wiley, 2010). Jennifer is a Professional Certified Coach with the ICF, a Certified Professional Coactive Coach (CPOCC) and Certified Human Resource Professional (CHRP). A former international manager with the United Nations and other international organizations, Jennifer was accustomed to 80 - 120 hour work weeks, managing teams in up to 10 countries, while still maintaining a healthy work-life balance.

Since 2004, Jennifer has delivered a series of programs specific to work-life balance and harmony issues for individuals and organizations, including Johnson and Johnson Medical Products, the Canadian Breast Cancer Foundation, and St. Joseph's Health Center Foundation. She offers the Your Balanced Life!™ program in a number of formats for busy professionals seeking better work-life balance. Starting in 2010 the material is now available for other coaches to facilitate their own program.

Jennifer speaks regularly on issues related to work-life balance and works with organizations to create a culture that harmonizes work and life success. Jennifer successfully balances the challenges of being a successful business owner and the mother of a five year old.

The Your Balanced Life!™ program has been delivered as:

- In person and virtual retreats
- Group Coaching programs

- In House seminars or lunch and learns

Other Programs Available from Jennifer:

- 90 Day BizSuccess Program (7 Separate Module)
- A more extensive 90 Day Your Balanced Life Group Coaching program will be available for licensing starting in late 2010.
- Materials from ReadyToRollOut.com (Workbook licenses for up to 100 persons).
Topics include: **Time Management and Personal Productivity, Strategies for Change Management, Should I Stay or Should I Go?** (Career Transition), **Managing Up, Networking Essentials**

To order:

Contact Jennifer Britton directly at (416) 996-8326 or by email at info@potentialsrealized.com

Orders can be processed by phone (Visa and AMEX) or online by PayPal.