



## ***Your Balanced Life! Virtual Retreat***

**This 6 hour Virtual Retreat is designed for professionals and individuals committed to creating a more Balanced life. It is held either as a one day format, or over the course of two evenings.**

Retreat from the comfort of your home, cottage or other creative space, and gain the benefits of clarity, relaxation and focus.

### **How it works:**

During the virtual retreat, participants will connect virtually by phone with the retreat leader and other participants. Using a telephone bridgeline the group will meet every hour for approximately 15-20 minutes. You will undertake individual activities and exercises for the remaining part of the hour at your own retreat space.

This Virtual Retreat will enable you to:

- Explore your current state of work-life balance
- Discover your core values – your internal compass
- Develop your personal vision of a more balanced life
- Clarify your priorities
- Acquire valuable time management tools
- Create an action plan to put your new commitments into action

### **What retreat participants receive:**

- A Virtual Retreat Manual (sent to you by email prior to the retreat), which includes the exercises for the retreat, as well as follow-up resource links
- 6 hours of structured activities which will be undertaken as a group and individually (over 1 day or two evenings)
- One half hour individual coaching session by phone after the Virtual Retreat
- A group follow-up call 2-4 weeks after the retreat

### **Here's what past participants have said about our retreats:**

***"This program was inspiring! Thank you!"***

***"I left with the feelings of endless possibilities, knowing I need to honour myself and my values at all time to live my life fully and joyfully"***

***"This gave me the tools to apply to all activities in my life"***

## Topics Covered during the Virtual Retreat

- Setting the Stage: 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

### How to Register:

The virtual retreat is limited to 8 participants. To register, please contact Jennifer Britton at 1-866-217-1960 or email [info@potentialsrealized.com](mailto:info@potentialsrealized.com).

Registration forms can be downloaded at [www.groupcoachingessentials.com/pages/balancevirtualretreat](http://www.groupcoachingessentials.com/pages/balancevirtualretreat).

### Payment:

Retreat participants have the option of paying by Visa or personal cheque. These can be arranged by fax or phone. Also, participants can find a PayPal link to undertake online payments at the website address above.

Payment should be made by cheque (in US or Canadian Funds) to **Potentials Realized**.

**Please mail to: Potentials Realized**

**Attn: Jennifer Britton  
103 Whitehorn Crescent  
Toronto, Ontario  
M2J 3B1  
CANADA**

Note if mailing from the US that postage to Canada is higher than within the US.  
*Payment needs to be received prior to the retreat date.*

### Other Logistics

You will receive all virtual retreat materials and bridge line information by email two days before the retreat, along with the teleconference bridge line (Located in the US). At the scheduled times, please phone into the bridge line to be connected with the other course participants. **Participants are responsible for the long distance phone charges** – it is recommended that you look into one of the many phone cards that are available to keep your costs lower.

### About Jennifer Britton and Potentials Realized:

Jennifer Britton, PCC, CPT, CPCC, CHRP is a Certified Professional Co-Active Coach, trainer and consultant. Her approach and life experience has been described as “unique, supportive and innovative”. Jennifer works with corporate and individual clients from across North America, the Caribbean and as far away as Australia.

Since 1988 Jennifer has developed and delivered a wide range of training programs and retreats in 14 countries around the world. Jennifer spent twelve years working as a Manager with Canadian, British and other international organizations including the UN, prior to establishing Potentials Realized in April 2004.

Potentials Realized is a Canadian-based Performance Improvement company providing coaching, training and consulting services to individuals and organizations globally. Jennifer focuses on issues including Life-Work Balance, Leadership Development, Business Success, Team Building and Training.

Jennifer holds a Bachelor of Science in Psychology from McGill University, and a Masters of Environmental Studies from York University. She also graduated with high honors with a Post-Graduate Certificate in Human Resources Management. She is a Certified Human Resources Professional (CHRP). Jennifer received her coach training and certification through the Coaches Training Institute (CTI) in San Rafael, California. Jennifer is a frequent guest speaker to both national and international audiences such as the International Coach Federation and the Canadian Society for Training and Development.

In late 2003, Jennifer was awarded the designation of Certified Performance Technologist (CPT) by the International Society for Performance Improvement (ISPI) in recognition for her results-based work in training and organizational development. She is currently one of 20 Canadian training and performance improvement professionals who have received this global designation. Jennifer is also recognized as a Professional Certified Coach (PCC) with the International Coach Federation.

Jennifer is an active member of ASTD, Canadian Society for Training and Development (CSTD), the International Coach Federation (ICF), the International Society for Performance Improvement, and the Human Resources Association of Ontario (HRPAO).

Join Jennifer monthly for a free one-hour call on work-life balance issues – typically the fourth Monday in every month. Check out upcoming dates at <http://yourbalancedlife.blogspot.com>.