

# Mindful Managers Training Programme

## Intellectual Output 2

### National Report

### Cyprus

### Pilot 2

Prepared by CARDET  
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## 1. Introduction

### 1.1. Overview of the Mindful Managers Training Programme

The aim of the training programme was to provide practical solutions to Managers for improving the wellbeing in their workplace for their teams. Specifically, the whole training programme was applied, providing practical solutions through activities that Managers could apply with their teams. By the end of the training, Managers had a collection of practices and materials that could use in their workplace related to understanding oneself, improving peer relationships, managing situations, teambuilding, etc.

The training programme took online, for Cyprus:

- Session 1: May 22<sup>nd</sup>, Online, via Zoom
- Session 2: May 22<sup>nd</sup>, Online, via Zoom
- Session 3: May 29<sup>th</sup>, Online, via Zoom
- Session 4: May 29<sup>th</sup>, Online, via Zoom

The facilitators for all trainings were Dr. Maria Solomou, and Ms Vicky Charalambous. Dr Maria Solomou is highly experienced in designing and delivering training. She has a background in education and in business and applies her knowledge to improve performance and professional development. Ms Vicky Charalambous has extensive experience in human resources and wellbeing. She delivers workshops on the improvement of processes and life.

### 1.2. Recruitment

For the Mindful Managers Training pilot 2 in Cyprus participants were recruited using a number of methods. Initially, an invitation was created, which was shared online, through CARDET's social media pages and via emails. On the online registration form 28 people registered. Overall for round 2, CARDET needed a total of 3 participants to reach the total target numbers for the 2 pilots (total of 37 participants reached in Round 1).



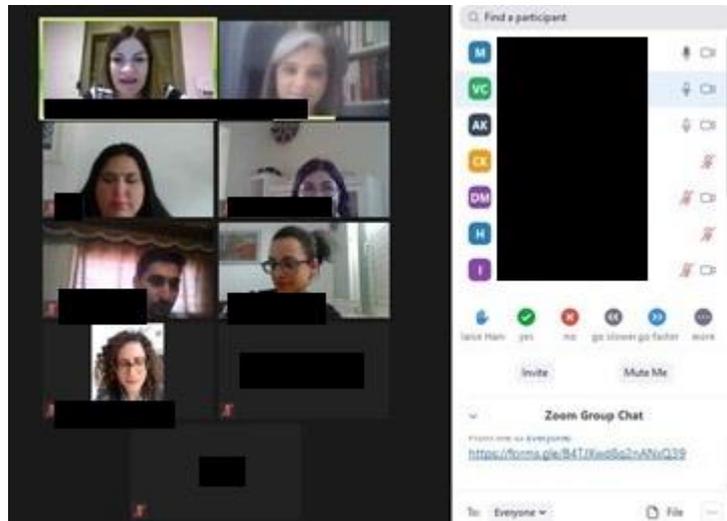
## 2. Overview of Participants

A list of the participants that attended the online meetings can be seen below. Only positions or names of organisations are listed due to data protection.

Participant	Background
1	Head of EU projects
2	Lecturer
3	Educator
4	Production manager, National Music Stage
5	Project coordinator, Regional Center
6	Project Coordinator, PEKES Center
7	Doctor at Paphos hospital
8	Trainer
9	Research assistant
10	HR Practitioner

## 3. Pilot training in Cyprus

The second pilot of the Mindful Managers Training Programme delivery in Cyprus was attended by a total of 10 participants. All sessions took place online, via Zoom. The Cyprus facilitators were Dr Maria Solomou and Ms Vicky Charalambous. In all sessions, Kolb's cycles were applied through the different activities. Overall, the sessions in the 2<sup>nd</sup> round of implementations followed the process of the first round with minor alterations in the content, as the sessions were shorter online.



In all sessions, Ms Babet Csokan, from INOVA entered Zoom and verified attendance of participants, as well as the fact that all activities were being conducted. For the purposes of personal data, she did not enter any of the break out rooms, so that there is no confusion among participants, as she participated purely as an observer.

## Sessions overview:

The following table provides an overview of the sessions and the topics covered:

	Session 1	Session 2	Session 3	Session 4
<b>Name of the session</b>	<b>CONNECT</b>	<b>TAKE NOTICE</b>	<b>KEEP LEARNING</b>	<b>GIVE</b>
<b>Date</b>	22 <sup>nd</sup> May 2020	22 <sup>nd</sup> May 2020	29 <sup>th</sup> May 2020	29 <sup>th</sup> May 2020
<b>Number of participants</b>	10	10	7	7
<b>Topics covered</b>	Self-awareness: connect with yourself  Taking up roles	Self-awareness and interpersonal awareness  Asking the right questions	Life-long learning  Work management	Give through positive coaching  Non-violent communication
<b>“Be active” element of the session</b>	Team building through physical exercise	Team building through physical exercise	Relaxation techniques	Relaxation techniques

### 3.1. First Session

The first session was implemented on May 22<sup>nd</sup>. We started with an ice breaker and a definition of what mindfulness and wellbeing is. Participants were also instructed to download the Mindful Managers mobile game so that they play in between the sessions.

The first session implemented activities around defining our personal traits and characteristics. Participants also worked into virtual break-out rooms, discussing those characteristics and learning about those of their co-participants, finding similarities and differences. They then created a concept map with those traits.

The session evolved into activities on understanding social roles and social skills. Participants broke into virtual groups, shared in the whole group, and collaborated for the various activities and completed polls so that the session could be as interactive as possible.

### **3.2. Second Session**

The second session took place online on May 22<sup>nd</sup>, after a break from session 1. Participants wrote down the challenges they face in their working space, discussed and explored ways of dealing with those challenges. The session moved on with activities around the importance of guidance and training for a team. Participants broke into virtual groups, shared in the whole group, and collaborated for the various activities and completed polls so that the session could be as interactive as possible. At the end of the session the evaluation form link was distributed to participants.

### **3.3. Third Session**

The third session of the training took place on May 29<sup>th</sup>. After a recap of what was covered over the two previous sessions, participants proceeded in drafting an action plan for their teams. They broke into virtual groups and shared their action plans and discussed possible ways of supporting their team members. Participants broke into virtual groups, shared in the whole group, and collaborated for the various activities and completed polls so that the session could be as interactive as possible.

### **3.4. Fourth Session**

The fourth and final session of the training took place on May 29<sup>th</sup>. The session included activities on how we can empower our team members and a showcase of various sources and skills to be developed. Participants watched videos and commented on how we conduct non-verbal communication. Participants also broke into virtual groups, shared in the whole group, and collaborated for the various activities and completed polls so that the session could be as interactive as possible. At the end of the session the evaluation form link was distributed to participants.

## **4. Impact of the Training Programme**

### **4.1. Evaluation**

The table below summarises the evaluation form of participants. Overall, it seems that the training sessions were quite successful and beneficial for the participants, even though they took place fully online. They state that the organization was very good and that the training was relevant to their professional needs.

	1 - min	2	3	4 - max
Overall organisation of the training session and logistics	-	-	-	16
Relevance of training content to my professional needs	-	-	3	13
Quality of materials distributed	-	-	1	15
Increase of knowledge with regards to the topic of today's session	-	-	3	13
<b>TOTAL</b>	-	-	7	57

Among the things participants liked were:

1. The good management of time, the thematic and the small working groups.
2. The videos and the discussion.
3. The correspondent to real needs in their daily life and workplace.
4. The 12 steps to achieve health and Wellbeing.
5. The practical exercises and the constant communication.
6. The dialogue, the discussions and the real life scenarios.
7. The shared experiences and the interesting course material.
8. The insights on differences between coaching-mentoring-training and working in smaller groups.
9. The exchange of views with the other participants and the 5 minute mindfulness exercise.
10. The communication with experts of the sector and the fact that there was constant communication.

Among the things that participants would change/improve were:

1. More time
2. All of them seem to enjoy the seminar. We didn't receive any feedback on changing anything.

## 4.2. Participants' testimonials

In this section, some indicative testimonials are reported:

1. "Thank you for the course, greatly enjoyed it!"
2. "The course content was interesting and sharing experiences in relation to the different topics"
3. "Listen others, share opinions and knowledge, find similarities between us"
4. "Extremely interesting, thank you!! Looking forward to next Friday!!"
5. "I really enjoyed it! Would like to attend more similar courses in the future!"

6. “Keep on the good work!”
7. “Very happy to participate. Looking forward to the next session”
8. “A remarkable seminar with very interesting information that can help self-improvement.”
9. “Would be nice to see more initiatives in the future in a relevant topic”
10. “Congratulations!”

## 5. Summary and recommendations

Overall, the training sessions went very well, even though they were fully online. Participants were very engaged with the topics and worked with the materials, with each other and with the trainer very well. The trainers appropriated the delivery of many of the activities, such as creating online polls, providing online tools such as mindmap, creating virtual groups etc. Both Maria and Vicky believe that the importance of communication was a key element for the success of the trainings of IO2.

No further recommendations were made.

### 5.1. Facilitator’s Comments

The training sessions went by very smoothly, even though online, and attendees participated with enthusiasm and enjoyment. They liked the activities in the different modules, as well as the game.

All tools that were used during the sessions were simple and straight forward. Some of the activities conducted in the first round were appropriated for online settings delivery for this second round.

## 6. Annexes

ANNEX 1 (in separate document): Evaluations 22<sup>nd</sup> and 29<sup>th</sup> of May 2020