Personal Accountability

This eight-hour course, *Personal Accountability* focuses on accountability as the framework for success. Participants learn about both personal and organizational accountability while gaining tools to improve their implementation of decisions and plans. The outcome is knowledge of how to enhance personal accountability to achieve personal goals. A strong theoretical framework is taught with key models, assessments and activities used to apply the concepts. Participants are encouraged to use course time to reflect upon and plan action steps to immediately improve life and work situations.

PROGRAM OBJECTIVES:

This course uses a highly interactive teaching style, combining discussions of relevant theory and principles with assessments and practice simulations to create a rich and engaging learning environment to:

- Identify how to enhance personal accountability to achieve personal goals
- Gain insight into how to increase success by increasing accountability
- Discover traps and excuses
- Plan how to increase personal accountability
- Learn methods, processes and tools to improve the implementation of important plans and decisions

COURSE CONTENT:

Accountability Definitions: working definitions of both accountability and implementation

Accountable People: a list of To Do's to model accountability

Accountability Framework: Intention, Behavior and Results

Accountability Comfort Zone: Comfort Zone vs. Safety Zone vs. Punishment Zone

An Accountability Model: review of the Victim and Accountability loops

Accountability Self-assessment: exploration of traps and excuses

Accountability Scenarios: practice scenarios using the Accountability Model

Action Plan: develop concrete next steps to increase Personal Accountability

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