



# DEVELOP YOUR SOCIAL SKILLS TOOLKIT

SERIES OF 4 x 6 week WORKSHOPS FOR YOUNG ADULTS (18 TO 35 YEARS)

Social Skills Toolkit is aimed at assisting young adults who are interested in understanding the social and work world by creating a toolkit that will assist individuals to make and keep friends, socialise and feel confident, and even develop romantic relationships. Participants are given the opportunity to practice these skills during and between weekly sessions. Consistent weekly participation is essential.

Module 1 Basic Social Communications Skills is the core unit and must be completed before commencing any of the advance modules

## **Module 1: Basic Communication/Social Skills covers:**

- ⇒ Understanding social anxiety and how to manage it.
- ⇒ Identifying thinking styles and emotions in yourself and others
- ⇒ Conversation survival skills: Starting and maintaining conversations, entrance and exit strategies, reading verbal and non-verbal language

## **Module 2: Advanced communication and social skills**

- ⇒ Finding and keeping friends
- ⇒ Handling disagreements
- ⇒ Active Assertiveness (Identifying different types Bullying, Sexual Harassment)
- ⇒ Humour
- ⇒ Creating and managing get togethers
- ⇒ Relationships and Dating

## **Module 3: Entering the World of Work**

- ⇒ Social skills needed to get a job
- ⇒ Electronic communication: Phone calls, Cold Call, emails
- ⇒ Interview readiness
- ⇒ Post interview social and work skills
- ⇒ Job success and Job failure
- ⇒ Managing public spaces

## **Module 4: Advancing in the World of Work**

- ⇒ Etiquette in the workplace
- ⇒ Negotiation Skills
- ⇒ Awareness of shared spaces
- ⇒ Handling disagreements at work
- ⇒ Active Assertiveness at work

Social coaches will be provided to support participants in using the social skills tools developed in the workshops and will provide a resource during the weekly sessions.

Workshops begin on Tuesday September 17<sup>th</sup> from 6.30 to 8.30pm.

Location: **Batesford Hub 94 Batesford Road, Chadstone VIC 3148**

Cost: Aspergers Victoria Members      \$50 per session (\$300 per module)  
Non AV Members                              \$70 per session (\$420 per module)

Please call 0412113105 or email [programs@asperaersvic.org.au](mailto:programs@asperaersvic.org.au) to begin the enrolment process.

**Once you have enrolled and a place has been confirmed for you, you may go to our [Events/Groups page](#) to book a place. There will be a separate registration place for each module you wish to book for.**