



# How to Increase Your Self-Confidence at Work



Tuesday  
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# Your Host Today...



**Imrah Mughal**  
Career Development & Experience  
Analyst

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>25 years of experience developing leaders in the Private Sector and now consulting with the UN System

- Speaker and Author on Talent Development
- Professional Career Coach and Counsellor

“[Career Conversations] provoke reflection insight, ideas and action. They keep the focus on the employee while helping them see things differently. And they encourage them to take ownership of their own development. They help them recognize possibilities.”

Antoinette Oglethorpe in “It’s Good to Talk - A Practical Guide to Have Career Conversations in the Workplace.”



# As a result of this webinar, you will understand:

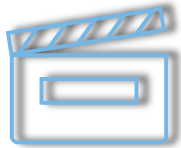
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Master the Foundations of Self-Confidence



Combat Imposter Syndrome



Learn Actionable Techniques



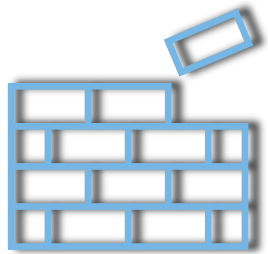
Develop Resilience for Long-Term Confidence



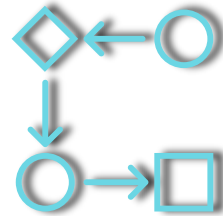
Create a Personalized Confidence Plan

# What we'll cover in this webinar

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Understanding  
the Foundations  
of Self-  
confidence



Practical  
Techniques for  
Boosting  
Confidence



Building  
Resilience and  
Maintaining  
Confidence  
Over Time



Understanding the Foundations of Self-confidence



# Question



Please rate your current level of self-confidence at work on a scale from 1 to 10?

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PLEASE TYPE YOUR ANSWERS INTO THE CHAT BOX

# Introduction to Self-Confidence

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Self-confidence is about believing in your ability to:

Accomplish tasks

Solve problems

Face challenges head-on



# Introduction to Self-Confidence

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You're more likely to:

Take risks

Voice your ideas

Seize opportunities

# Introduction to Self-Confidence

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Self-confidence empowers you  
to drive forward,  
both in your career and in life

# Internal vs. External Factors

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## Internal Factors:

Mindset

Thoughts

Beliefs

VS

## External Factors:

Feedback you receive

Your work environment

Even how your family and friends  
perceive you

Be mindful of your inner dialogue and how you react to external cues

# Self-Awareness, Self-Efficacy, and Growth Mindset

**Self-Awareness:** the art of knowing yourself—your strengths, weaknesses, and emotional triggers

**Self-Efficacy:** this is your belief in your capability to perform tasks and achieve goals

**Growth Mindset:** allows you to view challenges as opportunities for growth rather than threats

# Imposter Syndrome



Remember that everyone—even the most successful people—have felt this way at some point

Start to catalogue your achievements, no matter how small they may seem

# Summary

Self-confidence is a skill that can be developed through self-awareness, self-efficacy and a growth mindset

Recognize the internal and external factors that shape your self-confidence

Take pragmatic steps



# Practical Techniques for Boosting Confidence



# Question



What action steps and strategies have helped you build your self-confidence?

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PLEASE TYPE YOUR ANSWERS  
INTO THE CHAT BOX



False

Evidence

Appearing

Real

**Let's Practice:**

What is the opposing evidence that shows how capable you are?

# Positive Self-Affirmations

"Your beliefs become your thoughts. Your thoughts become your words. Your words become your actions."

– *Mahatma Gandhi*

## **Let's Practice:**

Take a moment to type one positive statement about yourself in the chat

# Visualization Techniques

## **Let's Practice:**

Close your eyes. Visualize yourself successfully completing a challenging work task. Imagine the steps you take, the obstacles you overcome, and finally, feel the sense of satisfaction from achieving it

# Controlled Breathing

## **Let's Practice:**

Sit comfortably. Inhale deeply for 4 seconds, hold for 4 seconds, exhale for 4 seconds, and hold for another 4 seconds. Let's do this three times together. Done? How do you feel?

# Power Posing

## **Let's Practice:**

Stand up and adopt a 'power pose.' Place your hands on your hips, puff your chest out, and hold your head high. Keep this pose for two minutes

# Feedback Loop

## **Let's Practice:**

After your next meeting or project, reach out for feedback. Whether it's positive accolades or constructive criticism, it's a win-win situation

# Summary

Practice positive self-affirmations to change your thought patterns

Use visualization to prepare your mind for success

Employ controlled breathing to calm your nerves

Adopt power posing to influence your own feelings of self-worth

Engage in feedback loops for continuous improvement



Empowered lives.  
Resilient nations.



# Reflection

Which of these techniques are you most excited to try out?

*Please type any comments or questions into the chat box*





Building Resilience and Maintaining Confidence Over Time

# Setting Achievable Goals

Specific

Measurable

Achievable

Relevant

Time bound

What's one SMART goal you can set for yourself today?  
Take a moment to jot it down.



# Celebrating Small Wins

Reflect on one small win from the past week and write it down in the chat or a notebook

# Coping with Failures and Setbacks

Consider one setback you've experienced recently. Instead of viewing it as a roadblock, could you reframe it as a learning opportunity? What lessons did you glean? What would you do differently next time?



# Personalized Action Plan

Write down one actionable step you'll take in the next week to boost your confidence

# Daily Habits for Long Term Success

What new daily action could help build your self-confidence?



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## Reflection



Please share a highlight for you from the session. Either:

An insight, what have you learned?

Something that really stood out for you – a light bulb moment!

*Please type any comments or questions into the chat box*



What remaining questions do you have?



# Thank You!



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Resilient nations.*

For any further questions, reach out to us on:

**E-mail:** [career.development@undp.org](mailto:career.development@undp.org)

**Yammer:** Career Development & Experience

Or visit our intranet page on:

<https://undp.sharepoint.com/teams/TalentDevelopmentHub>