PRO D DAY WORKSHOP FOR TEACHERS

Executive Function: Productivity, Distractions, and Boundaries

"You know what to do. Doing it is the problem. That gap is executive function, not willpower."

Work Smarter, Not Harder. Bring Focus and Control Back to Your School Day.

🧠 **Designed and led by a clinical neuropsychologist specializing in executive function.**
Teaching is demanding. Every day, teachers manage endless tasks, constant pings, and heavy workloads. This 3-hour Professional Development workshop helps teachers gain control of their time, set healthy boundaries, and leave work at work—without needing more willpower.

Why Bring This Workshop to Your School?

- **70% Teacher Habits, 30% Student Impact:** Teachers first gain personal tools to reduce stress and boost productivity. Then, they learn how executive function affects students who struggle with planning and focus.
- **Practical & Actionable:** No endless lectures. Includes short teaching blocks, group discussions, hands-on worksheets, and a simple 1-week action plan.
- **Zero Teacher Prep:** Teachers arrive with nothing to prepare beforehand. Presenters supply all worksheet materials.
- **Turnkey Setup for Organizers:** Easy to host in your school library, multi-purpose room, or staff room with tables and chairs.
- **Rooted in Real Teacher Feedback:** Survey data from educators shows that 100% experience mental depletion by the end of the school day, 81.8% struggle with work-life balance, 72.7% report that stress impacts their patience with students, and 63.6% cite administrative/reporting load as a major obstacle. This workshop directly addresses these exact pain points.

What Teachers Will Learn & Fix

1. Productivity & Time Control

- Understand where the day goes and stop feeling like time slipped away.
- Learn how working memory affects daily planning so you finish what you start.

- Protect evenings, weekends, and personal time for family and rest.

2. Managing Distractions

- Tame the "million tabs open in your head."
- Handle emails, pings, and sudden requests without getting thrown off task.
- Focus on what matters most without relying purely on willpower.

3. Setting Healthy Boundaries

- Learn how to say no politely to extra demands from colleagues, parents, or leaders.
- Prevent work from leaking into home life.
- Build practical habits that preserve energy for great teaching.

Meet Your Presenters

- **Dr. Claire Sira (Neuropsychologist):** A specialist in executive function who teaches core concepts, guides a quick mindfulness reset, and coaches staff through practical worksheets.
- **Tom Hudock (Executive Function Coach):** Opens the workshop, facilitates engaging group discussions, and keeps strategies realistic for daily school life.
- Together, Dr. Claire and Tom co-founded ADHD For Life in 2022 and regularly run cohorts of group coaching, including teacher-specific groups.

Sample 3-Hour Workshop Schedule (Flexible)

Time	Activity
9:00 – 9:10 AM	Welcome, Goals, and Overview
9:10 – 9:40 AM	Productivity & Working Memory Teaching Block
9:40 – 10:15 AM	Small Group Worksheets & Whole-Group Discussion
10:15 – 10:25 AM	Stretch Break
10:25 – 10:35 AM	Mindfulness Reset Activity
10:35 – 11:00 AM	Distractions & Attention Management

Time	Activity
11:00 – 11:45 AM	Healthy Boundaries & Work-Life Balance
11:45 AM – 12:00 PM	Wrap-Up & 1–Week Action Plan

Ready to Book a Pro D Day Workshop for Your School?

Help your teachers reduce overwhelm and build lasting productivity skills.

- Website: www.adhdforlife.com
- Email: team@adhdforlife.com
- Phone: 250–213–8779 (direct to Tom)
- Location: Serving schools across BC and Canada