

STAFF DEVELOPMENT PROPOSAL: NIGERIA SECURITY AND CIVIL DEFENCE CORPS.

ATTITUDE CHANGE AND CORRECT WORK ETIQUETTES IN A MODERN SECURITY AND CIVIL DEFENCE ORGANIZATION IN AFRICA.

We will like to bring to your notice our desire to partner with you in your quest to transform the Nigerian Security and Civil Defense Corps [NSCDC] towards making it a modern and efficient agency in Africa to compete with her peers worldwide. We intend to make this contribution through **Attitude Change and Correct Work Etiquettes in a Modern Security and Civil Defense Organization in Nigeria**. Our focus is on creating an enabling environment to align your staff with values and aspirations as well as orientations to work with the corporate Vision and Mission of Nigerian Security and Civil Defense Corps [NSCDC].

OBJECTIVE;

The training seminar will focus on issues of Attitudinal Reorientation and Etiquette Components of the Corps and private Security Company Staff under them to modern demands in peace and security keeping in a changing environment like Nigeria. With the expanded scope and vision of NSCDC, there becomes the need to constantly equip and update the corps and staff of private security companies on these demands for a smooth working relationship in the society to avoid encumbrances at work and off work.

CONTENT AND STRATEGY;

Our areas of attention shall include;

1. **Attitude Change and Orientation to Work. Attitude is everything.** To have a great attitude like your job depended on it. You may not be in your dream job or have a dream boss, but don't wear a negative attitude on your shirtsleeve. You carry your attitude around with you, like a pair of glasses that tints your perception of the world. The great philosophers sometimes talk about how there is no such thing as truth, because we all have a slightly different perception of it, so how can there be an unbiased reality?

In its extreme, there is no world at all, just our interpretation of it. Think of Descartes' famous quote: "I think, therefore I am."

So, depending on how you perceive the world, you will interpret and react differently to situations than someone who has a different view. Your tinted glasses (your attitude) will affect how you think, how you behave and even how you feel.

An appropriate attitude to work is demonstrated when employees [staff] are positive about their job role, enjoy coming to work, provide support for other co-workers, are willing to take on new tasks, work hard and take their responsibilities at work seriously. Creating and maintaining a positive attitude amongst workers is important for morale, problem solving, skill development and ultimately productivity in the workplace.

Conversely, those who consistently demonstrate a negative attitude or negative thinking can have an adverse effect in the workplace, impacting on individual work performance [corps] as well as job satisfaction amongst co-workers [corps]. Negative thinking can be linked to depression, which can present self as a primary illness or as a result of disability.

There are a number of strategies, aids and support services available to assist in promoting a more positive attitude in the workplace which will be transmitted to the corps.

2. Etiquette Development and Building Good Work Etiquettes. Stellar business etiquette skills are critical in any industry and the NSCDC needs much of it. High standards of professional manners make interacting enjoyable and pleasant – with customers, clients, co-workers and guests in the office. In today's competitive business arena, those who hone their business etiquette skills convey greater professionalism, confidence, and competence. These skills reflect on your organization's brand and image in a positive way.

How you present yourself to others in the business world speaks volumes. People often form first impressions about others within seconds of first meeting them, therefore it is crucial to ensure you are properly prepared to present yourself as a trained professional. There are some important tips that make a good impression.

Intelligence is important to success, but how many organizations realize that emotions play a significant role too. After all, organizations are made up of people and relationships - not just spreadsheets, computers and flow charts.

"We are what we think. All that we are arises with our thoughts. With our thoughts we make the world." - Buddha

3. Feed Back From the Participants/ NSCDC.

We shall go through items 1 and 2 above with the participants by painstakingly introducing them and carrying every person to the major issues involved in attitude orientation and etiquette development.

TARGET PLACEMENT;

The course is mainly for middle level officers and newly engaged staff to help them adjust to the demands of modern security requirements in the field.