

ABSTRACT

The thesis named “The Application of self-management methods to prevent burn-out syndrome of the kindergarten headpersons“ follows the objective to identify self-management methods and time and stress managements for kindergarten headpersons. In the theoretical section the work is based on findings about the kindergarten headpersons, their motivation, competence, self-management, self-reflection and regards also self-development.

The work futher deals with burn-out syndrome, its symptoms and prevention methods, time and stress managements, tools and methods assisting time managements and refers also so called time thieves. Equally the work mentions the stress which is accompanying the headpearsons and describes the stress symptoms, its positive and negative efects on individual and describes also the prevention which should be helpful to control the stress situations. The theoretical section of the work is based on expert literature and explains terms and views of authors dealing with self, time and stress-managements.

The research inquiry was aimed at identification of methods from the sphere of self,time and stress-managements applied by kindergarten headpersons within the frame of their self-management which are helpfull to prevent stress and consequent burn-out syndrome. The research iquiry was held by means of inquiry forms distributed to kindergarten headpersons in Prague 8 and 9. The interviews with kindergarten headpersons of the City of Prague which followed were supposed to deepen and extend the data gained by means of inquiry forms. The results of inquiry research and work conclusions can be the contribution to enhancement of the knowledge of the work and personal objectives , application of self-management methods for the kindergarten headpersons and application of prevention methods against stress and burn-out syndrome in work and privéate life.

KEYWORDS

Kindergarten headperson, self-management, burn-out syndrome, time-management, stress-management