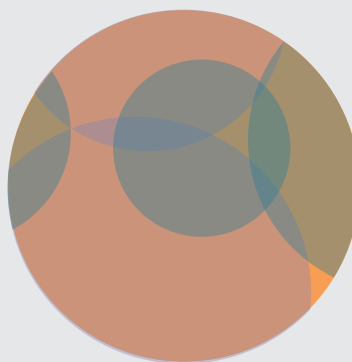


“Facilitation is a process with structure that enables effectiveness, impact, and high-quality decisions as a team”

Parineeta Mehra



Facilitating for Results

One and a half day course

Learning Outcomes

At the end of the series of workshops you will be able to:

- ▶ Apply the facilitation skills for group meetings.
- ▶ Select and apply the best opening formats for introductions.
- ▶ Plan the structure of a facilitated session.
- ▶ Decide on which micro skills to employ to direct group work and action planning.

Investment

- ▶ \$1200 (excl GST) - for three modules over one and a half days.

Each participant receives a full set of training materials.

For bookings

DATES: For public course dates see the website or get in touch.

EMAIL: info@tregaskisbrown.co.nz

PHONE: Call us on 04 499 9363

VISIT: www.tregaskisbrown.co.nz

Facilitating for Results

One of the most important sets of skills for leaders are facilitation skills. These are the ‘process and people’ skills we use to guide and direct key parts of working with groups; usually in meetings, planning sessions, and problem solving workshops.

The facilitator needs to shape and guide the process of working together so that the group meets the goals and accomplish what you’ve set out to do. While a group of people might set the agendas and figure out the goals, one person needs to concentrate on how you are going to move through your agenda; work from divergent views to convergent views and meet the goals effectively. This is the role that the ‘facilitator’

Who will benefit?

People who are required to plan and workshop, facilitate the group processes, and get action from the group. Managers or leaders who need to work in a collegial way to move a group through a problem or sticky situation, or to a decision or new ways of working.

Modules

Getting the Foundations Right	Group Processes	People Skills
The role of the facilitator and exploring group dynamics, planning considerations and engaging activities.	Four stages of group facilitation, models, tools and techniques, the SPO model, decision making for groups.	Listening and asking good questions, managing the group energy, handling resistance, engaging, involving, and planning the workshops.