

This ONE-DAY workshop develops a deeper understanding of key dynamics of facilitation (the group, the facilitator, the issue and the process you will use) and how they come together in the session.

“The most important takeaways were the tools that we experienced, it was great to have a succinct list and also to see them in action.”
Workshop participant

Facilitators Toolkit*

**Formerly called Facilitation Skills*



Overview

The scene is set and you are getting ready to walk into a room full of people with varying views, opinions and emotions about the topic under discussion ... are you ready to facilitate?

- Will you be able to get people talking with each other rather than at each other?
- How will you keep them on track?
- Have you allowed enough time to get to the end point?
- Have you selected the right group processes?

This workshop is a practical exploration of tools, techniques and strategies to assist groups to arrive at an outcome. The day will be interactive and is designed to ensure the strategies discussed are practically understood and not just theories.

Learning Outcomes

- Understand the role of the facilitation and the facilitator
- Identify how the four key tasks of the facilitator support effective group decision making and consultation
- Understand how to build credibility and the contract with the client and participant group
- Identify techniques that assist with different facilitated outcomes, e.g. group forming, prioritisation, visioning, staying on track and participant management
- Design a session to achieve the desired context and outcomes

Participants

- C-Level Executives
- Stakeholder and Community Managers
- Stakeholder and Community Engagement Officers
- Change Managers
- Project Coordinators
- Project Managers
- Strategic Communications Managers
- Communications Officers
- Elected Officials

Your Trainer
Joel Levin



When will you have your next Aha! moment?

Duration

Full day

Delivery

In person face-to-face

Course Option

Collaborative training (public) or in-house training (at your organisation)

Upcoming Dates

Please contact us at admin@ahaconsulting.net.au for further information and to express your interest

Booking + Information

For more information or inquiries about in-house training email admin@ahaconsulting.net.au or phone (+618) 9443 9474