



Fantastic Facilitation Skills and Tools

...innovative approach,
inspire change,
improve performance

Fantastic Facilitation

Learn the magic of gaining inclusive participation; delivering ownership and results



Fantastic Facilitation is an interactive workshop, utilising essential tools and processes, to gain inclusive participation and deliver effective results.

‘Our team is now functioning much more effectively with everyone united behind a common task and being supportive! The workshop we held was important in this transition.’

Director of Generation SSE – Facilitated Leadership Group workshop



Key Principles:

- Whether you need to facilitate groups, meetings, workshops, conflict resolution, strategic plans, visioning, project start up or review; as a skilled and effective facilitator, you can help teams create innovative solutions that will be acted upon and deliver results.
- You can achieve more effective results when solutions are created, understood and accepted by the people impacted.
- If understanding and buy in are needed, so is Facilitation.
- Inclusive participation ensures that every voice is heard; insights are given; opportunity and input is balanced.
- We respect individuals equally and trust the individuals', and group, capability to do the work they have set out to do.



Workshop Outcomes

Participants will

- Understand - What is Facilitation?
- Identify opportunities for facilitation
- Develop own competencies, skills and techniques as an effective facilitator
- Have the opportunity to practice the skills and framework processes



‘Covered an amazing amount in 2 days - would be hard to improve’

‘Unusual, different but remaining focused and meeting a business purpose’

Marathon Oil



Workshop Contents

Session 1 - Foundations

- Expectations and goals
- What is Facilitation?
- Key principles
- Exploring the role and responsibilities of a facilitator
- Exploring the role of facilitator in the context of your work
- Identifying opportunities

Session 2 - Skills of a Facilitator

- Roles - what to do, when
- Igniting the group with questions
- Listening and reflecting
- Key principles

Session 3 - Framework of Facilitation

- Designing a session and clarifying purpose
- Opening the session - powerfully
- Agreeing Ground Rules
- Checklist for getting started
- Process frameworks
- 5 P's
 - Focused group discussions - using dialogue
 - Gaining consensus - Group workshop facilitation methods
 - Strategic Planning Process

Session 4 - Practice Feedback and Coaching

- Delivering a facilitation session
- Personal coaching and feedback on your skills and processes