

ToP Course overview

Introduction to Group Facilitation

Exploring the role and skills of the facilitator – 1 day



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“Everyone participated in every step of the training, and the diversity of the group was very enriching. The role play was the highpoint for me, because it gave me the chance to practice and improve my facilitation skills” - Sister Anne Falola OLA

Who this course is for

This is an entry-level course and has no pre-requisite. It is recommended as a first course for newcomers to facilitation, and for those with some prior experience of facilitation but little previous training.

Questions this course answers

“How can I improve my meetings? How can I enable greater participation in decision-making? What is facilitation, really? How can I best build on what I already know, and what skills I already have?”

A facilitator needs to be able to design events, knowing which methods to use for what purpose, and how to use them. However, there is a range of skills that he or she needs to bring into play before, during and after an event, to ensure that the approach used is effective.

This course provides an introduction to the practice of facilitation. It introduces key facilitation skills, their uses and practical considerations. It offers an opportunity for participants to develop and practice some of these skills in a supportive, learning environment. It provides an invaluable foundation for further training and development in our approach, and indeed any approach, to facilitation.

What you will gain

The course will cover all or some of the following topics, tailored to some extent to those attending on the day:

- facilitation, and the breadth of the role of the facilitator
- key facilitation skills, including - listening, questioning, recording, planning & preparation, personal styles & group dynamics, dealing with challenges in a group

Learning style

The course uses a combination of short, interactive presentations, practical exercises and supported facilitation skills practice with guided reflection & feedback.

For further details

including comments from previous course participants, course dates & locations, fees and on-line bookings...

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