

Facilitation & Presentation Course

Course Description

Understanding facilitation begins with an awareness of the difference between facilitating and leading. It has been said that leadership is something you do to a group, while facilitation is something you do with a group.

Although many leaders can (and should) be effective facilitators, the facilitator differs from a leader in that the former is cognisant about the use of power, authority, or control and places limitations on uses of it. A facilitator should be "a neutral mediator whose job is to provide information and accommodate the exchange of dialogue among participants".



Some of the Skills you'll gain

- Know how to identify the core qualities required for successful facilitation and collaboration;
- Discover how to take advantage of group dynamics and how to make decisions in a group environment;
- Discover the steps to building high performing teams and how to deal with disruptive behaviour;
- Discover the power of effective facilitation and collaboration;
- Build confidence in presenting and facilitating workshops.

Course Content

- Developing facilitation as a core competence;
- The role of the facilitator and self-awareness;
- The role of the team and team development;
- Presentation Skills;
- Building commitment and synergy;
- Facilitation tools for problem solving and decision-making;
- Conflict management, negotiation and assertiveness skills.

Course Level

Intermediate to Senior

PMI Accreditation:
24 Contact Hours and Certificate
of Attendance

Course Duration: 3 Days

Course Benefits

- Develop the knowledge required to question the structure of your group sessions and meetings;
- Move away from traditional chaired meetings and develop facilitated collective sessions;
- Turn dysfunctional groups into effective resources;
- Quickly and elegantly gain consensus on the way forward to ensure understanding and ownership by the whole group;
- Create the environment where people feel heard and valued;
- A reduction in organisational conflict;
- Generate an environment where everyone is happy to get involved.

Who Should Attend?

- Senior Management
- Middle Management

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