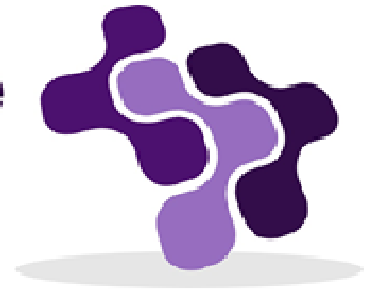


Facilitation Skills Intensive



Group Facilitation Skills Intensive - 2015 Programs

Thursday/Friday February 26-27, 2015 - Toronto

Saturday/Sunday April 18-19 - Toronto

August 10-11, 2015 - Muskoka (Huntsville)

Potentials Realized is pleased to offer a two day in-person group facilitation skills training program geared for leaders, professionals, coaches and trainers to who want to deepen their knowledge and practice of group facilitation. The program is led by Jennifer Britton, author of **Effective Group Coaching** (Wiley, 2010) and **From One To Many- Best Practices for Team and Group Coaching** (Jossey-Bass, 2013). She brings more than 25 years experience in training, facilitation and small group processes, and has delivered train-the-trainer programs for more than 12 years.

This program is for professionals who are keen to learn more about, and **practice**, the *techniques, skills and practice of group facilitation*. It is suited for those professionals who will be needing to lead a range learning events such as workshops, strategic planning sessions, facilitated discussions, or webinars. This is an intensive small group learning experience and typical group size is **5-10 professionals**. The program will provide you with an opportunity to explore:

- The skills, competencies and best practices of successful facilitators,
- How your skills compare through a Facilitator Self-Assessment,
- How to identify participant learning styles and preferences, and implement facilitation techniques to accommodate them
- How to be sensitive to different phases of group formation and how to adapt your facilitation style to meet the different needs,
- How to create a positive climate for learning,
- Specific techniques on how to deal with difficult participants,
- Specific techniques to conduct and debrief learning activities,
- How to manage the logistics and finer details of a learning event (in-person or virtually/by phone) including room set up, media use and other logistics

Participants will also create a personal development/action plan including strategies to further practice their new facilitation skills in their work.

This program will be of interest to professionals who are interested in expanding their work in group processes, or are wanting to equip themselves with a range of techniques for working with groups. The program is designed to provide new and experienced facilitators with tools, additional resources,

practice and feedback with group coaching techniques. **Each participant will lead the group through a 20-25 minute exercise/presentation of their choice and receive feedback on this from the group (Morning – Day 2).**

The program can be offered in other locations for groups of 6-10 who are interested in hosting this hands-on program for their staff. It is typically delivered in a two day format. A one day option can be customized for organizations.

2015 Program Pricing: \$850 Canadian plus HST= \$889.35

Hours: Day 1 – 8:30 - 4:30, Day 2 - 8:30 – 4:30 pm

What's included with your registration:

- Group Facilitation Intensive Program Binder (70 plus pages including templates you can use with your work, print and web based recommendations)
- Pre-program individual call with Jennifer to discuss your learning needs
- Post program group follow up call
- 15 hours of instruction & practice using your group facilitation skills

Topics covered throughout the two days include:

- Group Facilitation Self-Assessment
- Core Skills for Group Facilitation
- The Continuum of Small Group Process - Training /Facilitation/Coaching
- Learning Styles
- Group Dynamics and Group Development
- Experiential Education Cycle
- Practice/Resourcing – Core Skills/Powerful Questions/Opening and Closing Sessions
- Design Considerations and Approaches
- Creating Your Vision for Group Coaching
- Implementation Issues – Logistics, Pre- and post-program
- Phone and Virtual Program Delivery Best Practices
- Exercises and Resources
- Media Use
- Managing Difficult Participants
- Exploration and Practice with a variety of facilitation processes - strategic planning, decision making, engagement
- New Facilitator Learning Points
- Tricky Issues
- Evaluating Your Programs
- Next Steps – Taking Your Learning Forward and Creating Your Own Action and Development Plans, Accountability

Can't make it to Toronto? We also offer a Virtual Facilitation Skills Intensive offered online. The content is geared for virtual facilitation. Check our website for upcoming dates for the Virtual Facilitation Intensive. Cost for this program \$950 plus HST.

Here's what past participants have said about the program:
"The pace of learning was excellent."

"Comprehensive, tailored experience, that allows you to shine!"

"Excellent facilitation and very good content"

Here's what they've said about our facilitation and programs:

"Excellent session. I learned so much. Valuable information!"
– Cooperators National Training Member

"Unbelievably strong content"

"I really liked your flexibility to change the program and allow us to make this real for our team – action plans. Thank you for that."

"Jennifer – you were fantastic! I really enjoyed the session and time flew by. Great structure and facilitating.– Staff Member, St. Joseph's Health Care"

Questions/Registrations: Contact Jennifer at info@potentialsrealized.com or 416.996.8326.

You can also register online at <http://www.facilitationsskillsintensive.com>. Information about our other courses, including online offerings, please visit us at <http://www.groupcoachingessentials.com>. Follow the Group Coaching Ins and Outs blog at <http://groupcoaching.blogspot.com> or Jennifer on Twitter at <http://twitter.com/jennbritton>