

Facilitation Skills

The group met. Discussion happened. People agreed to take action. Only half of what was discussed got done. Frustrated, the group scheduled another meeting and the cycle continued. Such a team could benefit from facilitation skills training. This course is intended for new facilitators who want to develop and/or improve their facilitation skills. It provides the participant with fundamental tools and a structured process that can be applied to any type of facilitated session, whether it is a staff meeting, planning session, , a brainstorming session, or any kind of meeting.

Course Outline

- What is Facilitation?
- The Facilitator
- The Facilitation Process
- Facilitation
- Facilitation Techniques
- People In The Process

Who Should Attend

Middle to superior level staff such as:

- Staff that are assigned to facilitate meetings and would like make them more interactive and creative.

Prerequisites

The candidate must have completed or be in the process of completing a high school or secondary school diploma or similar educational standards.

Approvals & Accreditation

- Ministry of Labour, Kingdom of Bahrain
- HABC
- ILM

Course Duration

The standard duration of this course is 12 contact hours.

Learning outcomes

Upon the completion of this Course, the learner will be able to:

- Identify the main obstacles to effective facilitation
- Understand the nature of the facilitation process
- Understand a range of techniques for facilitation
- Use these techniques to build an effective
- Facilitation process within the organization
- Explain the benefits of having an effective facilitation process

Training methods

- Interactive facilitator lead learning
- Class activities
- Group discussions
- Case studies
- Practical sessions
- Question and answer sessions
- E-learning
- Role-plays
- Self-assessment tools

For more information please feel free to contact:

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