ADVANCED FACILITATION SKILLS

This highly interactive, fast-paced and enjoyable course explores the advanced techniques, skills and frameworks used by experienced Facilitators. Delegates will learn about workshop dynamics, decision-making, handling difficult situations and people, as well as the impact of culture. The course will cover techniques for emerging areas including the facilitation of teleconferences and videoconferences. It will also address the Facilitator’s role in the ‘close’ and ‘follow up’ of an event.

Course Objectives
This course will enable delegates to:
- Improve workshop designs, recognising company culture, venues and the environment
- Work more effectively with Sponsors
- Focus on managing difficult situations and people
- Understand the influence of ‘state’ and ‘presence’
- Develop new facilitation skills and build personal facilitation development plans
- Effectively facilitate teleconferences and videoconferences
- Understand the Ethics of Facilitation
- Close, record and follow-up a facilitated event

Who Should Attend
Those who wish to develop more advanced facilitation skills for use in a business context, including:
- Intermediate / Experienced Facilitators
- Project & Programme Managers
- Team Leaders
- Business Analysts
- Business Managers

Course Duration: 3 days
Course Code: AFS

Practical Work
This course includes theory and demonstration sessions, plus a significant amount of practical work to engage attendees in the facilitation techniques being explored.

Pre-requisites, evening study and examinations
It is recommended that delegates have some experience of Facilitation or have attended the Workshop Facilitation Techniques course. There is a small amount of informal work each evening to prepare a workshop for the following day. Delegates also complete a simple form in advance of the course, outlining a workshop they have recently facilitated, or are about to facilitate.
Detailed Course Content (continued)

Event Closure
Workshop outcomes
Purpose of closure
How to ‘close’, ‘write-up’ and ‘follow-up’ a facilitated event

More Information
If you would like to discuss anything further, please email us at contact@tcc-net.com
For upcoming dates on our public schedule and prices, please visit our website at www.tcc-net.com
If you have four or more people to train and would like this course run in-house, please call us for further details.

Related TCC Training Courses

Workshop Facilitation Techniques

- PRINCE2
- Advanced Facilitation Skills
- Solution Development Diploma
- Business Analysis Diploma
- DSDM Atern