



This is a rare opportunity to take part in Facilitation Skills Training with certified professional facilitators in the Channel Islands.

# Facilitation Skills Training

22<sup>nd</sup> & 23<sup>rd</sup> April 2020, St Helier

Join us for our 2-day Facilitation Skills Training course (with optional 3<sup>rd</sup> day – see FAQs) and by the end of the training course, you will be able to:

- Have a good understanding of facilitation skills and how to effectively design and facilitate various types of meetings and events.
- Understand how to use some key tools and techniques to enhance the facilitation of meetings and proposition development workshops.
- Be confident in facilitating a workshop with diverse/senior level participants.

Each participant will also receive a complimentary copy of Ingrid Bens' book Facilitation At A Glance.

2-day course £895 • Graphics (day 3) £300

Call us to ask about group, 3<sup>rd</sup> sector and self-funding discounts

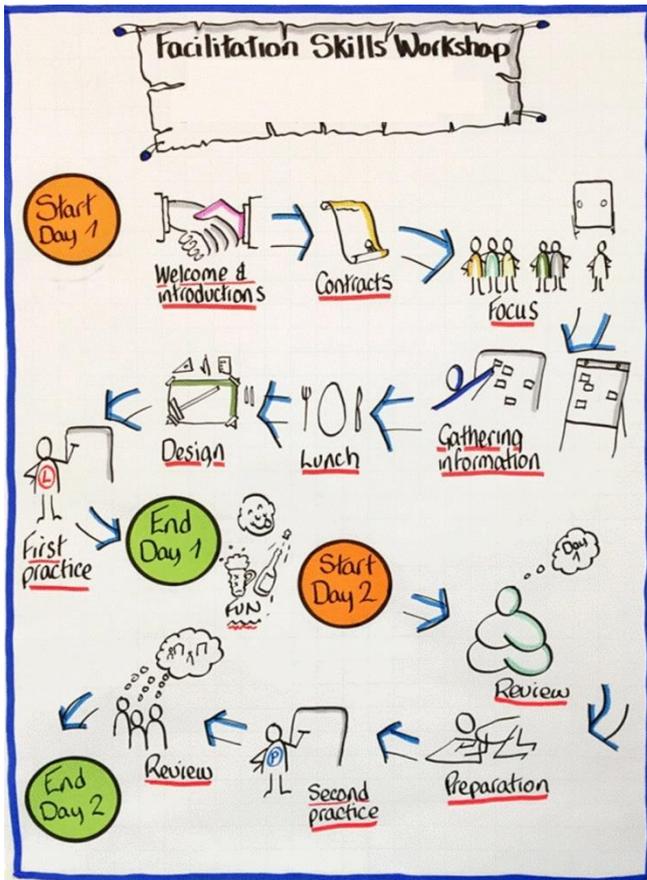


## Course Itinerary

Simply Change courses place the emphasis on practical, transferrable skills rather than just theory and knowledge. Our expert trainers give your team the skills they need to design, plan and facilitate a range of different styles of workshop to best suit your needs. An example of the areas we will cover:

- Designing workshops to meet key objectives eg – problem solving, scoping, developing, decision making, finalisation
- Creating the right environment to encourage open sharing
- Avoiding silences and getting universal
- Keeping the audience on message
- Gaining input that stretches people to think far into the future and beyond current boundaries
- Creating a process that more easily leads to a clear and concise output/report
- Understanding the range of facilitation approaches and when to choose what approach
- Tools to help define priorities on the day
- Modern tools and techniques to aid facilitation/data input
- Contracting – How to go about agreeing the scope and expected results for a facilitated event with an internal or external client
- Co-Facilitation – When to work with other facilitators, and the benefits and challenges of it
- Use of self – Understanding your presence and how to use it in a room
- Working with large groups – What's different when you have over 40 people in a room (or 400) and what processes should you use?

Every delegate will get some experience time as part of the course, either in planning or delivering a workshop



## Our Trainers

Both trainers are practising professional facilitators, facilitating sessions every week.

### Rob Walsh

Rob has over 20 years' experience as a Change Manager, IT manager, Consultant, Facilitator and leader in many sectors with in-depth change management experience. He is a Certified Professional Facilitator, recognised by the International Association of Facilitators and a PROSCI® Change Management Practitioner. Rob has been a professional facilitator for over 17 years, including completing his Certified Professional Facilitator (CPF) qualifications in 2001. He trains facilitators on a regular basis and helps managers to build teams quickly using facilitative techniques

### Bruce Rowling

Bruce has over 20 years of facilitation experience and has helped individuals and groups to achieve their goals through; skills training, including facilitation & graphics, group facilitation, team building, personal & organisational development, executive coaching & mentoring, and large group interventions & conferences. Bruce has been a member of the International Association of Facilitators and is the UK Partner and Visiting Associate in Facilitation & Graphics for ImPer Group in Moscow.

## FAQs

### How do I book?

Tickets can be booked via our website [simplychange.com/#training](http://simplychange.com/#training). You may pay by credit card or request an invoice.

### Who should attend this course?

Project Managers, Programme Managers, Business Analysts, Scrum Masters, Team Leaders, Middle Managers, Senior Executives.

### Are there any discounts available?

An early bird discount of £100 per person off the price of the 2-day course is available if you book before 28<sup>th</sup> February 2020. An early-bird discount of £50 per person off the price of Graphics (Day 3) is available if you book before 28<sup>th</sup> February 2020.

If your organisation has 3 or more delegates, please contact us to discuss our group booking discounts.

### An Introduction to Graphics for Meetings

Join us for a 3<sup>rd</sup> day to discover how graphics can improve your facilitation skills. This course is suitable for trainers, facilitators, corporate communicators and anyone who presents as part of their role.

No artistic talent is required, in fact many participants have not picked up a marker or pastel in anger since they left school and are looking for a safe environment in which to practice! This workshop gives participants the confidence to start drawing again and to develop a library of images which can be deployed in their presentations and training.

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**To book visit**

**[simplychange.com/#training](http://simplychange.com/#training)**