



FACILITATION SKILLS



BUSINESS CHALLENGE

The facilitator's role is to ensure productive group processes.

Whether it's brainstorming a new idea or discussing the latest staff survey results, the facilitator has a role to lead, question, define, challenge and navigate the group to solutions that are better than the sum of the individuals.



TARGET AUDIENCE

From functional, project or workshop managers to leaders of senior business teams this, programme will give you the skills to facilitate with confidence.



LEARNING OUTCOMES

On successful completion of this programme, it is expected you will have the tools to be able to;

- Prepare for a successful facilitation process
- Choose appropriate facilitation techniques based on the group and the subject
- Understand how groups work and the impact this has on successful facilitation
- Use appropriate communication skills within the facilitation environment
- Choose the appropriate leadership and managerial competencies to facilitate effectively
- Handle common facilitation problems
- Gain participant commitment to outcomes qualifications



PROGRAMME STRUCTURE

With a strong focus on the "how to" there is enough theory to give you the tools and plenty of participation so you can leave with confidence in your ability to apply these immediately back in the workplace.



DURATION

Duration: 2 days

Professional Development Framework:

- Capable Manager
- Human Resource Management

Further Development:

- National Certificate in Adult Education and Training
- Workplace Assessment
- Train the Trainer



LOOKING FOR A QUALIFICATION?

Register and complete all assessment criteria for Facilitation Skills PLUS Train the Trainer PLUS Workplace Assessment and receive the National Certificate in Adult Education – Level 4

Credits Towards the National Certificate in Adult Education and Training (Level 4)
Unit Standard 7097, "Facilitate interactive learning sessions for adults"



IN-COMPANY OPTION

NZIM will partner with you to deliver a customised programme for your organisation. NZIM partner with some of New Zealand's leading organisations, to deliver high quality learning programmes, designed to meet specific organisational needs.