

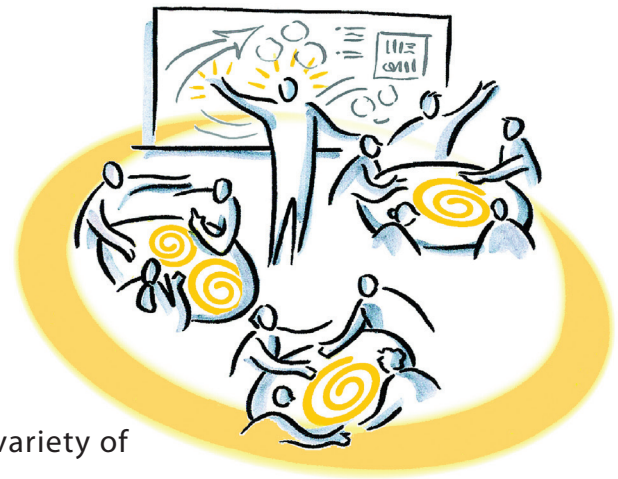
The Agile Facilitator

Building Group Consensus around Issues and Solutions

The Agile Facilitator is designed to enhance your facilitation methods and skills so you can facilitate effective meetings of 3+ hours for problem-solving, issue resolution, and action planning. Building on the foundational skills of The Confident Facilitator (Prerequisite, or equivalent), The Agile Facilitator is designed to help you take the next step in your facilitation confidence and skill so you can tackle bigger issues, in lengthier meetings, with more complex and potentially conflicted situations.

"A fantastically well organized course that provides essential skills and tools for all types of organizational uses. I love how all participants with different skill and knowledge levels walked away enriched!"

– JH



Learning Objectives

- Discover a systematic meeting framework to design a variety of meeting purposes, from solving problems to improving processes
- Know the right facilitation methods to adopt for mutual understanding, consensus and alignment
- Understand when a group needs to stay in discussion, when it needs to decide, and how to facilitate both
- Know how to prevent dysfunction and dynamics before the meeting and gain proven intervention techniques during the meeting

Ideal For

Meeting leaders who are seeking to improve the quality and output of their meetings, including managers, supervisors, department and team leaders, project managers, internal consultants, business analysts, various professional and technical experts, change and quality improvement agents.

"Now I have the knowledge to facilitate upcoming stakeholder sessions and other project leadership meetings. The tool kit is invaluable in helping to pick the 'right' tools for the 'right' phase of the work. I learned how different facilitation methods can be used for project planning and other meeting facilitation goals. This was a very engaging and fun experience!" – DC

Benefits

In this empowering class, you will acquire insights and step-by-step processes to design and facilitate meetings that build common ground understanding around issues/problems, align participants around a shared vision, and generate and narrow options for decision. You will gain strategies to address dysfunction and conflict. You will take away a comprehensive binder, organized according to the systematic meeting framework and the appropriate facilitation processes and techniques entailed by the mindset and temporal lens at each step.

After taking **The Agile Facilitator** and leading your next important meeting, your participants are likely to say, "There were a lot of different perspectives and issues to consider and balance, and you were effective in helping us remain focused, while discovering the common ground to move forward. Though things did get intense once in a while, you held a respectful and safe space, so that mutual understanding and good outcomes could occur."

Course Focus

Building on the foundational skills of *The Confident Facilitator: Essential Skills for Great Meetings* (Prerequisite, or equivalent), **The Agile Facilitator** is designed to help you take the next step in your facilitation confidence and skill. You will be able to facilitate bigger issues and problems, in lengthier meetings, with more complex and potentially conflicted situations. Emphasis is on more advanced facilitation concepts, tools and skills for achieving consensus, problem-solving and dealing with meeting dynamics.

Sample Agenda Topics

Day 1	Day 2
<ul style="list-style-type: none"> • Review of Facilitation Basics (<i>Virtual Refresher</i>) 	<ul style="list-style-type: none"> • Facilitation Toolkit:
<ul style="list-style-type: none"> • Design: Key Facilitative Skill for Complex/Longer Meetings 	<ul style="list-style-type: none"> o Generate Solutions
<ul style="list-style-type: none"> • Facilitation Toolkit: 	<ul style="list-style-type: none"> o Narrow Options & Decide
<ul style="list-style-type: none"> o Define Issue/Problem 	<ul style="list-style-type: none"> o Plan Next Steps
<ul style="list-style-type: none"> o Analyze Current Situation 	<ul style="list-style-type: none"> • CPR for Group Dynamics and Dysfunction
<ul style="list-style-type: none"> o Envision Ideal Future 	<ul style="list-style-type: none"> • Action Planning Case
<ul style="list-style-type: none"> • Participant Practices 	<ul style="list-style-type: none"> • Participant Practices

About Us

At Masterful Facilitation Institute, we support your journey to Great Meetings. We build your skill and boost your confidence so you can design and facilitate effective meetings, every time, for any purpose. Every course we teach is grounded in decades of professional facilitation practice and adult education. Our goal is to ensure the highest levels of understanding, retention and transferability, in a safe, inspiring and gracious learning environment.

Registration Information Master Schedule — <http://www.masterfulfacilitation.com/courses.pdf>

Email us at info@masterfulfacilitation.com, or call us at 778-800-9941

