



Become a Facilitation Ninja



Our Plan

- Welcome and Framing
- Speedy Conversations
- Core Elements of Facilitation
- Toolkit
- Real World Scenarios
- Final Words of Wisdom

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Who is in the Room?

Get to know our audience

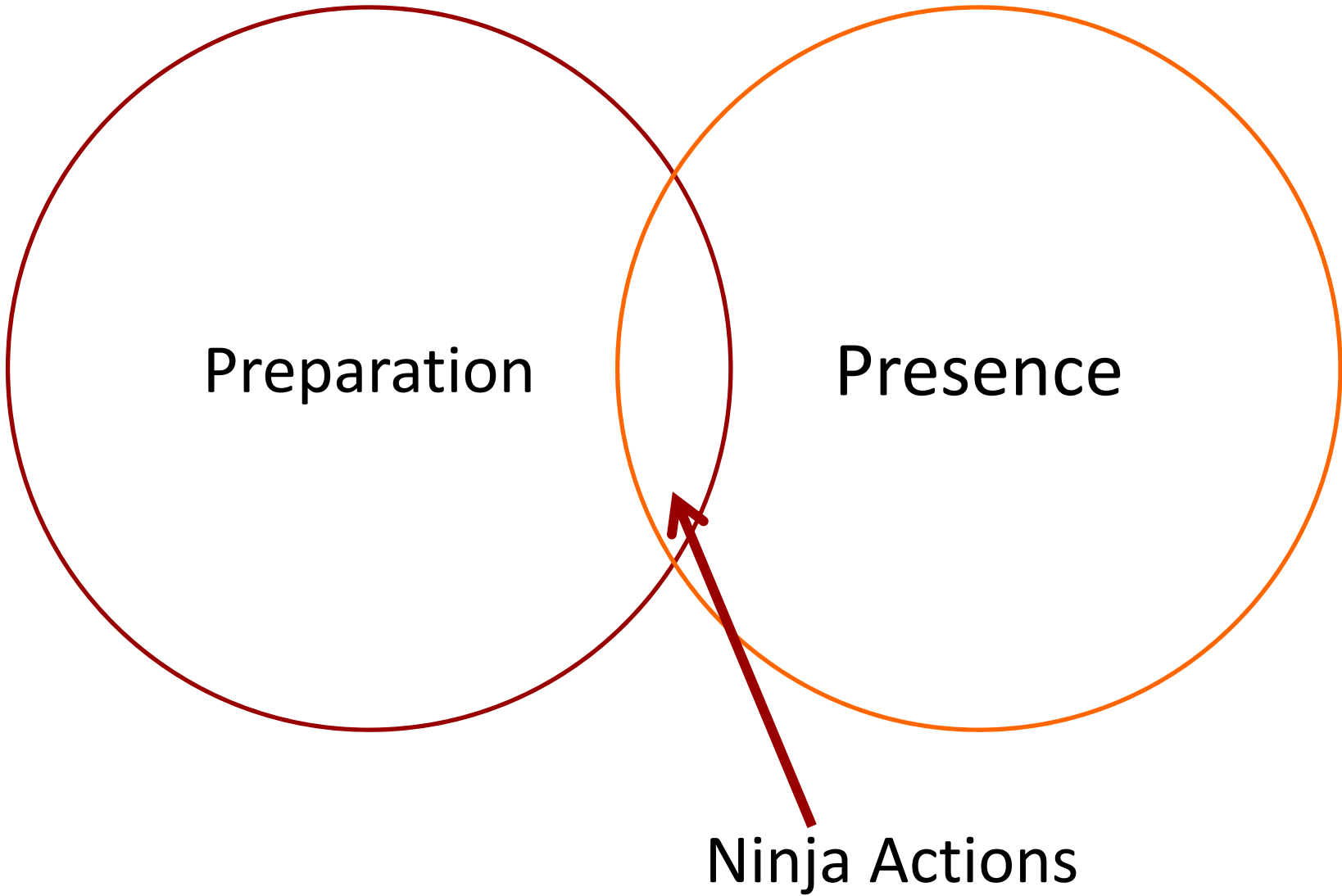


Speedy Conversations

- What's your facilitation fear?
- Think of a time when you were part of a well-facilitated meeting. What worked?
- Think of a time when you were part of a poorly facilitated meeting. What made it flop?

Good Facilitation: Core Elements





Preparation

- Be clear about the goals of the meeting
- Understand context and “players”
- Have a plan (usually an agenda)
- Stock your toolbox
- Be ready



Your agenda matters

Design for diverse ways of interacting

Be realistic!

Give yourself a breather

Check it with stakeholders

Presence

- Clarity of role
- Facilitator as host – hold the space
- Steward/navigator
- Listen and observe – trust your instincts
- Traffic cop
- Don't be afraid to reach into your toolkit

What's in your toolkit?

Meeting openers
Generative thinking
Narrowing/prioritizing
Tricks for engagement
Moving the group along
Closing activities





Real World Scenarios

Imagine some ominous music



Final Words of Wisdom

Agenda design matters

Know what you're dealing with

Go into a warm room (or warm it up)

Remember that you serve the group

Don't forget your power!



A few good resources

Sam Kaner, Facilitator's Guide to Participatory Decision-Making

Roger Schwarz, The Skilled Facilitator: A Comprehensive Resource for Consultants, Facilitators, Managers, Trainers, and Coaches.

Ingrid Bens, Advanced Facilitation Strategies

Henri Lipmanowicz and Keith McCandless, The Surprising Power of Liberating Structures

Dave Gray, Sunni Brown, and James Macanufo, Game-storming: A Playbook for Innovators, Rulebreakers, and Changemakers





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