

## Why Facilitation Matters for Managers

I'm going to own up to a secret. Years ago, when I was a student, I spent a year living in Spain and working as an English Language Assistant in a Teacher Training College. With the grand total of two days training behind me, I was thrown into the role of delivering English language classes to large groups of students my own age. I was petrified. Needless to say, there were some disasters – the worst of which was completely running out of material and not having a clue how to fill the remaining minutes, which seemed to stretch into hours of torment. To this day, I over-prepare for practically everything I do as a consequence of that acute embarrassment in class.

Now, however, I absolutely adore delivering our **Facilitation Skills Workshop** to delegates. It's fun, practical, action-packed and crammed with tips and 'gems of wisdom' to help you succeed each and every time you have to facilitate. This might be a team planning session, a strategy meeting, a focus group, a stakeholder meeting, a training session, a sales conference, or an Away Day. The list is endless. A recent delegate gave it the highest possible compliment when she said, "Facilitation Skills is one of the most useful courses I have ever done. As I move into more bespoke work, the handouts and checklists are really very useful – thank you!"

Our unique **Facilitation Checklist** will save you time, ensure nothing is overlooked in your preparation, and keep you on track during and after the event. What's more, you'll learn how to project yourself confidently and authoritatively, gain the group's attention and interest, and achieve clear session goals. How many times have you attended a meeting (or facilitated a meeting) when you've walked away at the end wondering what had actually been achieved and how much of a waste of time it had been? We've all been there – but it is avoidable.

We'll also show you how to deal with 'dysfunctional' behaviour so that everything flows smoothly from start to finish. Whether you're new to your role, or more established, this workshop can give you the edge and help develop your facilitation skills from good (or limited) to great.

If only I'd had the benefit of this support all those years ago, my Spanish experience would have got off on a much stronger footing!

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Jennifer Hampson is a certified coach, inspirational trainer, and speaker. She helps organisations create a coaching culture with wide-ranging impact on all who work there. Her online newsletters for HR Managers, Learning & Development Managers and Line Managers is crammed with useful tips, strategies and 'How to...?' Guides, to keep you informed, enlightened and inspired about how you can use coaching to make a real difference to YOU and YOUR ORGANISATION. Sign up for it now at <http://www.creatingacoachingculture.co.uk>