



Facilitation Skills for Participatory Processes

Objectives

The objective of this course is to help sharpen the facilitation techniques of people who use participatory methods for their projects, and who work with groups. This course will deepen their understanding of group processes, and provides a space for facilitators to learn from each other by sharing knowledge and experiences.

Methodology

The training course will be run in a workshop style with a high degree of participant involvement using adult learning methods. Group work and role plays will be interspersed with input sessions combining theory and practice. The trainers are expert facilitators, and will also demonstrate the skills that they share. The course is also designed to include a range of different methods that can be used to facilitate group processes.

Outcomes

- Increased confidence to facilitate groups
- Improved knowledge of how to work with groups
- Sharpened facilitation skills and techniques
- Understanding of how to create a climate of mutual trust and respect amongst group members
- Knowledge of how to get the most creative and meaningful results from group work sessions
- Improved communication skills
- A range of practical facilitation tools and methods for different purposes
- An improved understanding of managing diversity in a group
- Ability to deal with conflict and difficult behaviour
- Understanding of the group process and dynamics
- Understanding how to guide groups through a process of group decision-making
- Knowledge of how to structure a facilitation process and select appropriate methodologies for achieving desired outcomes

Who should attend?

This introductory course is designed for people who want to sharpen their facilitation skills, or who are new to the field.

Participants could work in any of the following fields:

- Evaluators and participatory researchers
- Organisational development practitioners
- Development practitioners
- Strategic planners
- Public participation practitioners
- Participatory researchers



Workshop Programme

Module 1

Essential skills for facilitation

Module 2

Roles of a facilitator

Module 3

Interpersonal communication and conversation styles in facilitation

Module 4

Managing group dynamics & understanding group decision-making processes

Module 5

How to design a facilitation process

Module 6

Facilitation tools and techniques and how to use them

TRAINERS

Dena Lomofsky, MA Social Development, (UWC)

Wilma Wessels-Ziervogel, MPhil Monitoring and Evaluation Methods (Stellenbosch)

Cathy Chames, MA Social Development, (UCT)

COST

R8,434.78 + 15% VAT = R9,700

Special discounts apply for groups of 3 persons or more from the same organisation of 10% (incl. comprehensive course materials, refreshments & lunch, certificate)

Early bird discounts apply.

IN HOUSE COURSES

Available upon request.

Special discounts apply for groups Min 5 persons.

Visit the website to complete a registration request or contact us for more information:

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