Team Facilitation Skills
Orchestrating the Symphony of Team Member Work

Team leaders and others responsible for helping a group of people work effectively together need facilitation skills. Synergy requires effective facilitation. The facilitator needs to be able to keep a group focused, record ideas so they don't get lost, get everyone involved, and manage the group process. Team facilitation is critical in a number of team-related events, including: problem solving, brainstorming, design work, conflict management, planning, and evaluating progress.

This course teaches participants to successfully facilitate group meetings and one-on-one sessions through self-assessment, feedback from other participants, exercises, case studies, presentation and discussion.

Who Should Attend: Team leaders, group leaders, managers, and anyone else who conducts group meetings, group meetings also include one-on-one meetings.

Course Length: 2 days

Student Materials: *Team Facilitation Skills Participant Guide*, 250 pages

Benefits

- Create goals, roles and responsibilities for team members that align with the mission of the team and that lead to synergy

- Build team relationships and influence team members toward optimal performance levels

- Identify ways to motivate individuals and groups to perform beyond expectations

- Analyze your leadership style and learn how to adapt that style to the needs of the team and individual team members

- Analyze and manage team dynamics that will drive the success of your team

What You Will Learn

- Establish the foundation for a successful team

- Understand the differences between management and leadership behavior and know which is appropriate for a particular situation

- Use Situational Leadership tools to maximize the growth and performance of a team

- Use tools and techniques to analyze the effectiveness of a team and make critical adjustments then necessary