

Facilitation Skills – Two-Day Programme

Confident leadership. Better meetings. Stronger teams.

How many meetings have you walked out of and thought 'I could have used that time much more effectively'? Long, unproductive meetings cause low creativity, a lack of decision-making, and ultimately can lead to disengagement, poor critical thinking and unhelpful conflict.

Facilitation is a core skill for anyone leading change, making decisions, or tackling complex challenges. This two-day programme helps you build the confidence, mindset and practical tools to become a more effective facilitator; someone who helps individuals and groups think clearly, work better together and get things done.

Whether you're leading workshops, running meetings, or guiding change, you'll leave with a stronger sense of your facilitation presence and a practical toolkit you can use right away.

Who is it for?

This course is particularly useful for leaders of crucial teams, members of change teams, and for leaders needing to engage stakeholders, build collaborative projects and deliver business improvements. We'll help you sharpen your approach and feel more confident and capable.

You will leave with:

- Improved skills to lead and engage positive discussion and decisions in your meetings
- A set of practical tools and techniques for guiding group discussions, decision making, engaging different people, and building alignment.
- Greater awareness of your own style and how you show up in the room
- Skills to build trust, listen deeply and stay neutral when it counts
- Strategies for dealing with tricky group dynamics or moments of conflict

What we'll cover

Day One:	Day Two:
▪ Facilitation: what it is and isn't ▪ The different roles and styles of a facilitator ▪ Understanding how groups work and how people behave in them ▪ Behaviours that build trust, empathy and psychological safety ▪ Staying neutral and present ▪ Core communication tools: listening, questioning, making helpful interventions	▪ Preparing for a facilitation session ▪ Starting with purpose and clarity ▪ Tools to support problem solving and exploring different views ▪ Reaching agreement or next steps as a group ▪ Reviewing effectiveness ▪ Handling challenge with confidence ▪ Reflecting on your own practice and planning your next steps

*"Excellent content and delivery, as always."
"I love the balance between practical activities and discussion."*

Interested in running this for your team?

For groups of 4-8 people. Can be tailored for your team.

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