

FS101

FACILITATION SKILLS

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OBJECTIVE

The course is divided between what good communication is, how to prepare an effective facilitation, and delivering it so that you have a persuasive audience impact.



CRESTWOOD COLLEGE



Facilitation Skills

Objectives

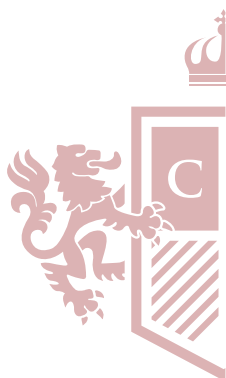
The broad learning objective of this course is to develop the awareness, knowledge, skills and attitudes of participants needed to deliver professional facilitation. This course will ensure any facilitator learns how to present a lesson or a training facilitation in a highly professional, entertaining, dynamic, impactful and interactive manner. This course is designed so that the participants understand the theory of good communication prior to preparing, delivering and evaluating facilitation within a stimulated context. The course is divided between what good communication is, how to prepare an effective facilitation, and delivering it so that you have a persuasive audience impact.

Duration

3 days

Module 1: Plan and prepare for facilitation

- Effective Communication
- Importance of self-awareness: Preparation
- What is facilitation?
- Instructors and Facilitators
- Understanding Barriers to Learning
- Adult learning principles
- Different Learning styles
- Learner centred facilitation
- Facilitation at a glance
- Organizing the facilitation content
- Communication purposes
- Setting up the training room



Module 2: Facilitate learning

- Communication as exchange between two worlds
- Use Facilitation skills
- Verbal and Non-verbal communication
- The power of deep listening
- Communicating assertively
- Facilitation approach and learning activities
- Preparing facilitation
- Preparing your presentation
- Effective visuals
- Presenting your visuals
- Delivering your presentation

Module 3: Evaluate learning and facilitation

- Self-evaluation
- Video recording your presentation and evaluating it
- Giving feedback
- Behaviours of effective facilitators

