



Greetings,  
Booshoo,  
Tansi,  
Bonjour!

## Facilitated Planning

HELEN J. WYTHER & Associates is pleased to offer **Facilitated Planning Skills** by [ICA Associates](#)

### Overview

In the past, planning was often done by a small group of upper management and handed to the rest of the organization. Now that your organization is working heavily in teams, how do you, as a facilitator, enable your team to plan projects in a more participatory fashion?

*Facilitated Planning* is a course that provides tools and methods to help a team plan strategically in a participatory fashion. Facilitated Planning is not just about planning, but about helping to create effective implementation, groups who know what to do, why they are doing it and are empowered to move ahead. These methods are futuristic as opposed to heads – down number crunching but they are also realistic and immediate. Our methods thrive on diversity and absorb broad participation.



Technology of Participation, ICA Associates

*As a facilitator, after taking this course you will have tools to:*

- Create a viable, sustainable vision and plan,
- Identify and deal with obstacles,
- Focus on new directions,
- Enable problem solving in a group situation.

### **Tools in This Course**

- Working with obstacles in strategic planning,  
Strategic directions, Action Planning and Action Planning Plenary

### **How is This Course Different From Other ICA Associates Courses?**

This course builds on the knowledge and experience that you gained in the Group Facilitation course and applies it to strategic planning.

**Prerequisite:** Group Facilitation

### **Who Should Take This Course**

*This course is a must for those who are:*

Professional facilitators, team leaders, organizational development practitioners, social change agents, community development practitioners, social service providers as well as those contemplating taking the Advanced Facilitator Program. Consultants, managers, educators, trainers, professional facilitators, managers, supervisors, Executive Directors, health care professionals, community specialists.

### **Learning Facilitator**

Helen Wythe is a certified trainer for Technology of Participation ToP Group Facilitation Skills. She holds a Certified Technology of Participation (CTF) designation through ICA Associates and a Certified Professional Facilitator (CPF) designation through the International Association of Facilitators. Helen is qualified both through academic recognition and 'real world' experience.

### **What's Included**

Guaranteed Small Interactive Sessions  
Specialized Manual and Course Materials  
Suggested Reading List  
Personalized Certificate of Completion

### **Length**

This is a two day workshop starting at 9:00 AM and ending by 4:30 PM with 2 scheduled 15 minute nourishment breaks and a 1 hour lunch break.

### **Course Registration Details**

- Your registration will be confirmed once payment is received.
- Participant Course Cancellation fee: \$50 per course.
- Participant Rescheduling fee is \$25 [for each occurrence].
- Course fee is not refundable if Participant cancels within two weeks of the course.
- Ask about our special rates – for multi-participation in one course, or several courses.
- Participant substitutions may be made at anytime by calling or e-mailing our office.
- A confirmation letter will be mailed to you indicating workshop location, time, plus tips on how to get the most from your professional development workshop.
- Registration Includes... Course Manual, Snacks, Refreshments, and 1 hour of Coaching Support.