



Greetings,
Booshoo,
Tansi,
Bonjour!

Group Facilitation

HELEN J. WYTHER & Associates is pleased to offer **Group Facilitation Skills by ICA Associates**

Overview

My organization is new to teamwork and our meetings have spiraled into unproductivity, inefficiency and frustration. How can I be more professional in my approach to facilitation and teamwork? How can I pull my teams out of this quagmire?

Group Facilitation is the cornerstone for all of our facilitation skill courses. This course provides you with an effective step - by - step process to help clarify discussions and achieve consensus in groups. Learn how to organize ideas and keep discussions moving in any group.

As a facilitator, after taking this course you will have the ability to:

- Facilitate groups more effectively
- Make meetings more productive and efficient
- Focus a diverse group's energy on a common goal.
- Create a sense of teamwork
- Improve staff morale
- Use a group's creativity to maximize productivity.

Tools in This Course

- The Focused Conversation Method
- The Workshop Method

How is This Course Different From Other ICA Inc. Courses?

Group Facilitation is the foundational course that provides the basic philosophy and methodology for the other courses.

Who Should Take This Course?

Consultants, chair of boards, educators, trainers, professional facilitators, managers, supervisors, executive directors, health care professionals, community specialists, those in religious orders, and concerned citizens.

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.

[Technology of Participation Trainer \(ToP\) - Institute of Cultural Affairs](#)

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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.