

The Facilitative Leader

(2 days)

WHO SHOULD ATTEND?

Workshop participants can include senior managers, supervisors, or anyone with the responsibility of leading people. Recommended maximum class size is 15 participants.

OBJECTIVES

This workshop is designed to explore the concept of leading in a more facilitative way. Leaders are often placed in the position where they must facilitate workgroups. The challenge is balancing leadership with facilitation. Key leadership behaviours and meeting protocols will be explored including: appropriate involvement, delegation challenges, desired meeting outcomes, roles and responsibilities of participants, meeting agendas, group decision processes, meeting protocols, managing disruptions, and meeting follow-up. The workshop is based on adult education principles following the model of presenting theory, discussing examples, having a personal experience, reflection and application.

WHAT YOU WILL LEARN

The workshop is designed so that participants will be able to:

- Know when to lead and when to facilitate
- Seek appropriate levels of involvement
- Encourage participation
- Recognize style differences
- Model effective facilitation skills
- Use effective preventions to keep meetings on track
- Intervene effectively
- Prevent and manage conflict
- Help the group make better decisions

MATERIALS

Participant workbook, copies of PowerPoint slides, agenda templates, and access to Convergence Group website resources.

CONTACT

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