LEARNING FORMATS: CLASSROOM (ONSITE ONLY)

You need effective facilitators to help your workforce and leaders develop the skills they need as a means to help your organization achieve bottom-line results. Facilitating with Impact will help anyone responsible for fostering learning in others. Participants learn to clearly convey information and ideas in a manner that engages the audience and helps them understand and retain the content. These skills can be applied to any topic requiring training.

DO YOU FACE ANY OF THESE ISSUES?
> Are you realizing results from your training sessions?
> Does everyone responsible for training others have the key skills and behaviors that ensure success in the classroom?

PERFORMANCE OBJECTIVES
Helps trainers:
> Demonstrate the competencies required for successful facilitation.
> Understand Adult Learning Facts and their impact on preparation and delivery of training.
> Recognize the difference between presenting and facilitating.

PRIMARY COMPETENCY DEVELOPED
> Facilitation of Learning
> Communicating with Impact

SECONDARY COMPETENCY DEVELOPED
> Formal Presentation

WORKSHOP OVERVIEW
Prior to attending the workshop, participants receive course prep (pre-work) that focuses on the important role of the facilitator; the essential dimensions (competencies), behaviors, and skills needed to become an effective facilitator; and awareness of individual learning preferences. Participants receive a learning journal to capture their insights and ideas throughout the workshop.

> Participants review adult learning facts and are introduced to different learning modalities.
> Participants review general presentation skills including the importance of voice, body, humor, stories and visuals. They also practice these skills.
> Participants learn to identify the difference between presentation and facilitation and become aware of the importance of what they say and do as facilitators.
> Participants learn the description of an effective facilitator and are actively involved in creatively presenting this description to the group.
> Participants review the three main responsibilities of an effective facilitator.
> Participants further review the five competencies for successful facilitation and their key actions/knowledge areas, including STAR feedback.

WORKSHOP DETAILS
> Target audience: Anyone responsible for fostering learning in others, including experienced trainers, frontline supervisors, and team leaders.
> State-Fundable: Yes (onsite).
> Course length: Three hours. Additional one-hour boosters may be added:
  - Making your session interactive
  - Using questions to facilitate discussions
  - Handling difficult situations
  - Facilitating virtual classrooms
> Facilitator Certification: Certified facilitator required.
> Prerequisites: None.
> Optimal group size: 8 to 16. 20 maximum.
> Course Prep: Yes. 30 minutes.
> Notes: Suitable for all environments.

OTHER COURSES TO CONSIDER
> Developing Yourself & Others
> Making Meetings Work
> Reinforcing Leadership Development