

Not So Basic Training



Facilitation Skills

You know the meeting. An hour blocked off, ten people in the room, and when it's over nobody's quite sure what got decided or who owns what.

Then it happens again tomorrow.

That's not a people problem. It's a facilitation problem, and it's fixable. Whether you're running a staff meeting, leading a task force, or trying to get a committee to finally agree on something, the person who can run the room well is worth their weight in gold. Good facilitation gives a group structure. It keeps the conversation moving and draws the quiet people in. It kills the tangent before it eats twenty minutes. And it gets everyone to a real decision they'll actually stand behind. Most of us were never taught how to do any of that. We got handed a team and a calendar and figured it out as we went.

This session teaches the how.

A sample 6-hour session (we customize it to your team):

- What a facilitator actually does, and where most people go wrong
- The tools and behaviors that keep a group on track
- How to run a meeting that respects everyone's time
- Handling the hard moments: the person who won't stop talking, the one who's checked out, the room that goes silent, the conflict that flares up
- The Facilitation Formula, step by step: start the team, focus the team, hand out clear assignments, and follow up so the work actually gets done

You'll practice all of it. This is not a lecture. We work through live facilitation and role-plays, so your people leave having actually run a room instead of just hearing about it. They'll also walk out knowing how to pull a group to genuine consensus, not the fake kind where everyone nods and nothing changes.

Contact us for a solution that fits YOUR needs!

On-Site or Virtual Options:

- 6 Hour Training Session
- 3 Hour Overview
- Coaching



www.mynsbt.com

info@mynsbt.com

Norton Shores, MI 49441
800.577.4293