

“FaciliSkills™ is about building relationships, participation and consensus.”

New Approaches You Can Learn



Are you tired of unproductive meetings and the constant problem of trying to get people to collectively agree on something?

For over 90 years, NMA has been providing sound theory, validated principles, and solid experience on how to work with and through people

to achieve greater success.

Our FaciliSkills™ workshop is a 4-part practical approach that can empower you with realistic tools and techniques for immediate use in your workplace and personal life. It is a "common sense" blend of creative activities, reflective discussions, and stimulating presentations.

FaciliSkills™ can help you learn how to make it easier for a group to do its work. Based on a PPT presentation platform, it's an easy program to facilitate. It can be easily adapted to fit within your available time frame.

FaciliSkills™ Highlights

Workshop Session 1

- The introduction to group facilitation and creative ways to engage people.
- Involving everyone can result in better and faster decisions.

Workshop Session 2

- Developing the skills, abilities and core competencies to communicate effectively.
- Learn the critical skills necessary to build trust and master active listening skills.

Workshop Session 3

- Learning the preferred methods for developing group consensus.
- Understand how and when to use the right "tools" for handling conflicts, harnessing energy and creating group synergy.

Workshop Session 4

- Utilize decision-making processes effectively.
- Learn different facilitation models which can guide you through face-to-face and virtual meetings

Key FaciliSkills™ Topics

- How to *discover* and *develop* your personal facilitation style
- How to *handle* emotional outbursts during a team activity
- How to *jump-start* your next meeting with creative ice-breakers
- How to *facilitate* the creative process
- How to *diagnose* dysfunctional behavior in groups
- How to use your *communication* strengths
- How to facilitate *controversial* discussions
- How to develop *trust* and harness *energy*
- How to employ *brainstorming* techniques
- How to *design* solid meeting agendas
- How to work with *diverse* groups
- How to use the "*meeting-before-a-meeting*" technique
- How to *build* your own personalized facilitation toolkit
- How to set *realistic goals*
- How to know what "*not*" to say
- How to strengthen your "*people skills*"
- How to *understand* behavior traits

