

# **DESIGN AND FACILITATION of value-adding meetings and processes**

# Design and facilitation of value-adding meetings and processes

Learn how to design and facilitate value-adding meetings and workshops and achieve better results. Learn how to overcome resistance and ensure a higher degree of ownership among the participants.

This course is designed for people who facilitate meetings and workshops in various formats. You will be provided with specific tools to design, plan and conduct high-quality meetings and workshops and at the same time ensure ownership among the participants. The course will give you a new overview of different process methods and is designed to enable you to apply the methods directly in your own practice for a wide range of tasks.

## ***Takeaways – after the course, you will be able to:***

- Design and facilitate workshops and meetings in various formats
- Achieve better results through your workshops with common and stronger solutions
- Create more energy, involvement and engagement in meetings and workshops
- Create a basis for more constructive dialogues and better collaboration
- Establish a higher degree of ownership among the participants
- Overcome obstacles and resistance
- Use your bodily intelligence to support your personal leadership as a facilitator
- Have a greater awareness of your own strengths and challenges as a facilitator

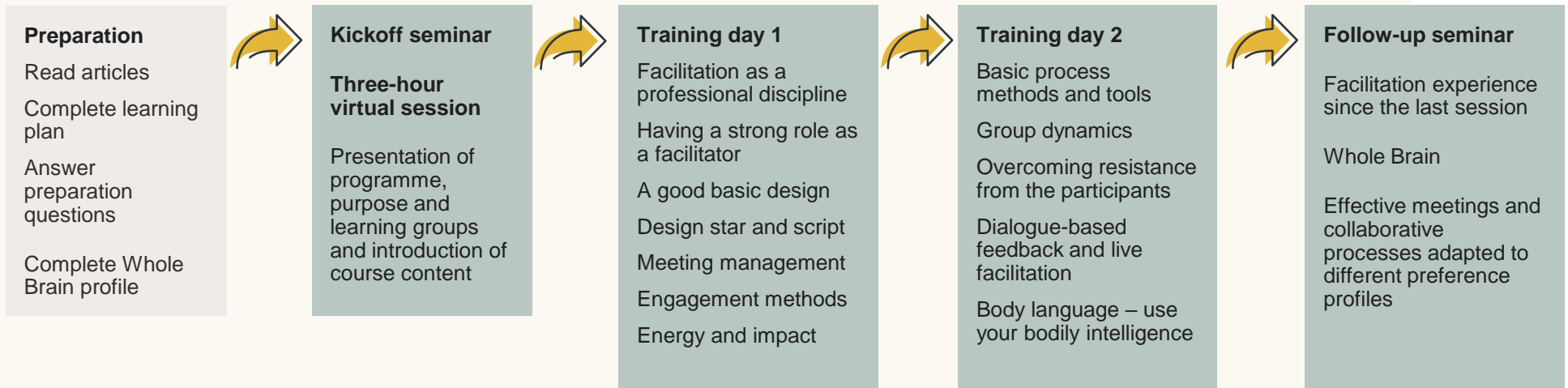


## ***Target group***

The course is aimed at trainers/instructors, consultants, project managers and leaders or someone who is otherwise involved in conducting workshops and meetings in the organisation.

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The programme is designed as a learning process with training days and an opportunity to form learning groups and get sparring/coaching directly related to the participants' own practice.



**Option of purchasing additional sparring/coaching**  
One-hour session with an experienced Implement consultant

# Learning plan

Name:

Title/function:

<b>What competences do I lack in facilitation and meeting management in my daily work?</b>	<b>What do I hope to get out of this course?</b>	<b>How do I know whether I have met my learning objectives?</b>	<b>What is the organisational impact of the course?</b>
What are the key competences, knowledge or skills that I want to achieve from the course (in relation to tools/methods, collaborative processes, work efficiency and degree of self-awareness)?	How will I apply the learning from the course in my job? In what way? In what situations?	What have I done differently? What results have I achieved?	In my opinion, how can meeting my learning objectives generate a positive impact in the organisation (e.g. in relation to department goals or the organisation's strategy)?



**What support do I need from my leader to meet my learning objectives?**