

About

The Facilitation Skills course focuses on equipping participants with essential techniques to lead effective group discussions, workshops, and meetings. Participants will learn how to manage group dynamics, foster collaboration, and guide decision-making processes through interactive learning activities. This course is designed for professionals aiming to enhance their facilitation abilities and achieve successful outcomes in team interactions.

Objective

The Facilitation Skills course aims to equip participants with essential techniques to lead effective group discussions, workshops, and meetings. Participants will learn to manage group dynamics, foster collaboration, guide decision-making processes, and enhance communication skills. Through practical exercises and interactive learning, the course prepares participants to promote active participation, apply facilitation tools effectively, and adapt their approach to different settings, fostering continuous improvement in facilitation capabilities.

Content

- Introduction to Facilitation
- Managing Group Dynamics
- Effective Communication in Facilitation
- Guiding Decision-Making Processes
- Facilitation Tools and Techniques
- Promoting Active Participation
- Adapting Facilitation to Different Settings
- Practical Applications and Case Studies
- Conclusion and Action Planning

Prerequisite

- Working knowledge of English language (Read, Write, Speak)

Exam & Certification

- KHDA certificate is awarded upon successful completion of the course.