

**DON’T JUST GET BY, GET BETTER**

**Facilitation Training Wed., Oct. 30, 2019**

Presenters:

Robbie Furr, Lori Ivey, Rebecca Liverman, Cameron Lowe, Donna Rewalt,

Kitt Sanders, Crystal Smith, Spring Williams-Byrd

**8:15am Welcome! Agenda Review**

8:30am Introductions

Ground Rules and Parking Lot

9:00am What is a Facilitator?     (Affinity Diagram)

9:20amIntroduction to Three Phases of Process Management

Phase #1 - PRE-Work Phase (Assess the Work to be Done)

 Agendas

9:35am Phase #2 – The Work Phase  (Conduct the Meeting)

 Group Dynamics

 Decision Making

**10:05 BREAK**

10:15 Small Group Demonstrations with Facilitators in separate break out

The TOOLS to Use with Groups

Fishbone

 Multivoting

 Interrelationship Diagram

 Matrix

11:15 Phase #3 -The Post-Work Phase (Follow-Up /Evaluation)

World Cafe

11:35 Closing / Summarize

 Questions - (Including Parking lot)

 Take-Aways