

# facilitating with confidence

Six days of facilitation workshops + ongoing web support that equips you to have better meetings, lead more productive conversations, and to get things done.



The best way to learn about facilitation is to do it -  
the best way to facilitate with confidence is to do it without fear.

“Confidence comes not from always being right but from not fearing to be wrong.”

#### Who should do this?

Have you had a taste of facilitation? Do you now want to facilitate with confidence? Do you work with groups or teams, have to conduct community consultations, need to lead more effectively? If so, this is for you.

#### What will it be like?

We will facilitate this training in a way that enables you to learn by modeling, learn by participating, and learn by doing. We will use story and narrative, improvisation, action methods, metaphor and group

generated knowledge and insights. It will be practical, challenging, and engaging.

We will provide resources during and beyond the face-to-face training on our interactive Facilitating with Confidence web site, including podcasts and MasterClasses with leaders in facilitation and group work from around the world; descriptions of processes and models; forums and discussions; special-interest groups; and one-on-one mentoring and coaching.

#### What we believe about facilitation

Good facilitation is transformational – enabling individuals to work together for growth, development and change. Facilitation is no longer an added extra – the skills, the understandings and the personal awareness that accompanies good facilitation can be a part of everyone’s professional kit bag. Learning about facilitation requires a belief

## Wellington Dates

### Building a Platform for Facilitation

October 7 & 8

### Making a Difference with Facilitation

November 11 & 12

### Developing as a Confident Facilitator

December 15 & 16

VENUE: Skyline Function Centre  
1 Upland Rd, Kelburn, Wellington

in the wisdom of individuals and groups and their capacity to resolve, build, challenge, shape and grow. And a belief in yourself built on a platform of robust processes, personal experiences and continual learning and practice.

## About your Facilitators

Anne Pattillo and Viv McWaters will design and deliver Facilitating with Confidence, and provide on-going web-based support for your facilitation journey.

They are two of Australasia’s finest facilitation trainers drawing on their impressive and collective experiences as talented facilitators. They bring together the best approaches and techniques in facilitation training. And they know what works well and what’s needed for a comprehensive facilitation training program to be successful.

# Outline

The following program provides an outline of the topics to be covered in each workshop.

These topics may be modified to meet your specific needs.

## 1 building a platform for facilitation

We will explore...

Openings and closings

Intention and purpose

Contexting, bridging and debriefing

Using available space and time effectively

Enabling all voices to be heard

## 2 making a difference with facilitation

We will explore...

Transitions and the facilitation experience – individual and group

The relationship between content and process

How to get the best from a group

Working with group norms and dynamics

## 3 developing as a confident facilitator

We will explore...

Designing facilitation events

Building trust and rapport

Creativity and spontaneity

Growing and developing as a facilitator

### Anne Pattillo

Anne's high-profile experience and sharp intellect has cemented her reputation as a leader in her field. She now leads a team of specialised consultants on projects for some of the most dynamic organisations in New Zealand and Australia.

With humility, a street level respect and a real belief in the power of the people she works with, Anne has become iconic in her representation of the art of participation. With this in mind it's no surprise that she is the Deputy Chair of the International Association of Public Participation (IAP2) and the only New Zealand-based provider of internationally accredited training in this field.

But Anne is just as well recognised in every area of her expertise, from her insightful strategic and leadership work across the government sector to the creation and delivery of an extensive range of specialised, tailored training and development programmes for more than fifty Australasian businesses. She also has a reputation for her high level corporate mentoring work with New Zealand leaders, and has been celebrated for her unique ability to influence organisational culture and performance.

Transformation is what moves Anne; her generous belief in possibility underpins her approach and fuels those around her to transform organisational life; to create exciting futures out of all that's possible.

### Viv McWaters

A former journalist and community educator with a background in management and communications, Viv has run her own consulting business, Beyond the Edge, based in Melbourne, for more than 10 years.

She studied agricultural science at Longerenong Agricultural College, has a Bachelor of Arts in Media Studies from RMIT, and a Masters in Applied Science (Agriculture and Rural Development) from the University of Western Sydney.

A consultant of many talents, Viv's work is as diverse as her clients. She is a gifted facilitator who has collaborated with Anne Pattillo on many projects. Viv takes her considerable skills across Australia and New Zealand, to south-east Asia, the Pacific and Africa. She works with people to develop their capacity and tap into their creativity and leadership potential. She has conducted workshops around team-building, strategy development, project implementation, participatory evaluation and community building.

Viv's style is to bring a kind of planned spontaneity to training events, her fun and informal approach is backed by robust theoretical knowledge and clear intent. Keeping it fresh is just as important for participants as it is to Viv who brings new learning and a tailored approach to every session.



This training is delivered in three two-day modules, separated by 3 – 4 weeks to allow for practice and feedback.

The cost for Facilitating with Confidence is NZ\$4965 per person. If two or more people from the same organisation register the cost is NZ\$3950 per person. Training places are limited.

# Booking Form / Tax Invoice Wellington 08

## Facilitating With Confidence Booking Form

Number of people registering:

Organisation:

Attendee Name(s)

Mailing Address:

Email:

Amount to be paid:

- Invoice me please
- Electronic Funds Transfer (Facilitating With Confidence, BSB 083-929, Acc No 811688216, Swift Code NATAAU3303M)
- Cheque for \$AUD (enclosed, payable to Facilitating With Confidence)
- Credit Card
- Mastercard       Visa       AMEX (5% surcharge)

Card Number

Expiry Date

PRINT Cardholder's Name

Signature

Return this form with your payment to register to PO Box 683, Wellington, New Zealand

### Terms and Conditions

Full payment is required with the booking to reserve a place in this course before the beginning of the workshop. We reserve the right to cancel this course if we have not achieved a minimum of 12 participants. In the case of course cancellation a full refund will be made. Substitutions are allowed. If you have to cancel and written notice of cancellation is received within 14 days prior to the course date, a full refund of the registration will be made. Cancellations received less than 14 days prior to the course date are subject to a 50% cancellation fee. No refund will be given to participants who fail to attend. In special cases a deferral of participation may be allowed eg proven illness. Deferral is allowed only once.

## Useful Information

### Dates

Part A: October 7 & 8

Part B: November 11 & 12

Part C: December 15 & 16

### Cost

NZ\$4965 for one person

NZ\$3950 per person for two or more people booking from the same organisation

### Venue

Skyline Function Centre.

1 Upland Road  
Kelburn  
Wellington

### Contact



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