

THE PROFESSIONAL FACILITATOR

LEARN HOW TO MAKE GROUP MEETINGS AND TRAINING FLOW EASY



Facilitation is all about making things easy. If you have ever been tasked with leading a training course, running a programme or chairing a meeting, you will know all too well, that trying to manage an agenda, as well as participants can be a challenge.

The programme takes an in-depth look at the techniques of effective facilitation – what is happening, when, and how you handle it.

The course is based on the concept of the Facilitation Cycle, breaking each stage of the cycle down into detail. It aims to improve the skills and confidence of those who facilitate group training sessions or meetings as part of their personal and professional lives.

From fielding difficult questions that can leave you exposed, to handling emotions of people, The Professional Facilitator gives you the skills and confidence to tackle just about anything.



2 day duration

For anyone who wants to improve their knowledge of group dynamics and their skills in managing different types of people, meetings and training programmes

For more information, visit
www.tacktmimalaysia.com or call us at
+603 – 6203 4410

LEARNING OUTCOMES:

At the end of the programme, you will be able to:

- Use tools and techniques to enhance current levels of facilitation skill
- Manage and lead groups in training sessions or meetings effectively
- Practical experience of facilitating in a safe environment
- Resolve conflict meaningfully whilst sustaining the facilitative process
- Appreciate personal strengths and develop skills as a facilitator.



WE BELIEVE IN THE INDIVIDUAL

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