

Foundations of Community-Based Facilitation

DRAFT TRAINING AGENDA

Oct 2 & 3, 2024 | 8:30 am - 4pm
900 Natural Resources Dr. (Training Room 2),
Charlottesville, VA 22903

Day One

- 8:30 am Networking and Breakfast Foods
- 9:00 am Welcome/Introductions
- 9:20 am What is Facilitation?
- 9:50 am Emerging Issues in Your Community
- 10:20 am Foundations for Ethical Facilitation (IAF Core Ethics)
- 10:40 am **BREAK**
- 10:50 am Foundations for Equitable Facilitation (IAP2 Core Values)
- 12:10 pm Charting (Recording) as a Skill and Art
- 12:30 pm **LUNCH** (*provided*)
- 1:15 pm Foundations for Effective Community Facilitation (5 Keys)
- 1:30 pm Key 1 to Effective Community Facilitation:
Creating Basis for Meaningful Participation
- 2:00 pm Key 2 to Effective Community Facilitation:
Listening for Understanding (part 1)
- 2:25 pm **BREAK**
- 2:35 pm Key 2 to Effective Community Facilitation:
Listening for Understanding (part 2)
- 3:20 pm Consensus as a Core Facilitation Tool and Skill

3:45 pm Review

4:00 pm Adjourn

Day Two

8:30 am Networking and Breakfast Foods

9:00 am Introduction to Icebreakers

9:40 am Key 3 to Effective Community Facilitation:
Focus on Interests (Not Positions)

10:45 am **BREAK**

10:55 am Key 4 to Effective Community Facilitation:
Develop Shared Goal Statement

11:45 am Key 5 to Effective Community Facilitation (part 1):
Create Options for Mutual Gain

12:15 pm **LUNCH** (*provided*)

12:45 pm Key 5 to Effective Community Facilitation (part 2):
Create Options for Mutual Gain

1:20 pm Putting It All Together (Part 1)
Exercise in Meeting Facilitation

2:05 pm **BREAK**

2:15 pm Putting It All Together (Part 2)
Exercise in Designing Effective Agendas

3:30 pm Final Review

4:00 pm Adjourn