

# Facilitative Leadership Certificate Program

Facilitation has become a highly respected profession with skilled facilitators in great demand. At the same time, organizations are quickly recognizing the benefits of developing a cadre of internal facilitators who can be called on to help groups achieve superior results.

Whether you are ultimately seeking certification through the International Association of Facilitators (IAF) or are looking to add to your credentials and facilitation competency beyond one workshop, the Facilitation First Facilitative Leadership Certificate provides an immersive, comprehensive learning and skills application experience.



## Why Certify?

- Increase your professional credibility by demonstrating to employers and/or clients that you have achieved competency as a skilled facilitator
- Work with Facilitation First’s Master Facilitators with years of experience as they coach you through all aspects of facilitation mastery
- Learn and practice many of the competencies that you must demonstrate to achieve CPF (Certified Professional Facilitator) designation with the International Association of Facilitators

## Who Should Get Certified?

Designed for leaders, Project Managers, HR professionals, Consultants (Internal and External), Process Improvement/Change Management practitioners or anyone who works with groups to achieve outcomes.

## About Facilitation First and Our Certified Trainers

Facilitation First was incorporated in 1991 by our founder and President Michael Goldman. For over 25 years our mission has been to design and lead highly collaborative meetings based on consensus driven, focused results. In response to client demand, we developed our first facilitation skills workshop in 1995 and now provide an array of foundational and advanced facilitation training to 1000’s of students looking to develop their facilitative leadership capacity. Each of our certified trainers are highly experienced facilitators/trainers who have passed our rigorous set of standards needed to become a Facilitation First trainer.

## Professional Affiliations

Facilitation First is committed to promoting the highest level of meeting design and facilitation best practices. We are unparalleled in our field and work tirelessly to improve, perfect and update our training content to remain highly relevant to all industries.

In fact, our programs have been through rigorous review and the following organizations have assessed and approved our facilitation skills programs as being essential to obtaining and maintaining professional accreditation in their respective fields.



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## What's Involved?

### Step 1: Two-Day Workshop: Facilitating Meetings With Ease – The Fundamentals

- Designing the meeting structure
- Decision-making tools and processes
- Meeting management templates
- Conflict intervention techniques

### Step 2: One Hour Coaching Webinar:

- Candidates will attend a one hour webinar where the group will take a deeper dive into techniques and processes needed in their meetings

### Step 3: One-Day Workshop: Facilitating Through Conflict – Managing The Group

- Understanding your conflict style and it's impact on facilitating
- Critical proactive conflict management techniques
- Deeper dive into intervention strategies
- Recognizing and dealing with resistance

### Step 4: One Hour Coaching Webinar:

- Candidates will share their successes and noble failures in managing group dynamics with the opportunity to receive further coaching tips

### Step 5: One-Day Workshop: Facilitator's Design Toolkit - Managing the Process

- Deeper dive into developing great meeting processes that achieve outcomes
- Application of real, relevant process tools
- Further practice with diverging and converging tools and techniques
- Co-facilitation tips



### Step 6: Facilitator Prep & Assessment

- Candidates are required to design and facilitate a consensus building meeting which will be assessed by 3 attendees
- Candidates will schedule an individual coaching call to review design and develop strategies for anticipated challenges
- Candidates must achieve an average rating of 3.5/5 or higher to achieve Certification and can make up to 3 attempts in the 18 months following the last workshop

### Certification Requirements

- Candidates have 18 months to complete the program from the date of last workshop
- Candidates who have already participated in a fundamentals program may be required to complete a brief skills review and online exam to ensure readiness.

### Program Fees

Step	Program Element	Fee
1	Facilitating Meetings With Ease Two-Day Workshop – The Fundamentals	\$1225
2	One Hour Coaching Webinar	\$250
3	Facilitating Through Conflict One-Day Workshop – Managing the Group	\$750
4	One Hour Coaching Webinar	\$250
5	Facilitator's Design Toolkit - One-Day Workshop - Managing the Process	\$750
6	Facilitator Prep & Assessment workshop	\$500
	<b>Total</b>	<b>\$3725</b>
	<b>Discounted rate if full program paid in advance</b>	<b>\$3200</b>