Course Number
FHWA-NHI-420052

Course Title
Facilitation Skills

The skilled Facilitator is dynamic and able to change and adjust to the group and task at hand. Good facilitation skills vary with every group and with every topic that a Facilitator is asked to handle. This course will improve your toolbox of facilitation skills.

This course is based on a series of varied learning techniques so that participants will see that learning facilitation is as dynamic as being an effective Facilitator. Participants should expect some unique exercises that are designed to test the participant's facilitation skills and provide a more valuable learning experience. You will be actively learning, practicing, and improving your facilitation skills. The material for the course includes a “try this” section for each topic that will give participants a resource for building a facilitation toolbox of their own.

Outcomes
Upon completion of the course, participants will be able to:

• Develop a variety of practical tools to build confidence and improve facilitator skills
• Infer how to draw creativity, innovation, and ideas in a collaborative manner
• State how to effectively deal with “challenging people”
• Model new techniques and get feedback throughout the training

Target Audience
This course is intended for individuals at all levels of an organization, from seasoned professionals to new entrant level employees. Facilitation skills benefit an agency and individuals by allowing for more productive meetings, day-to-day communications and interactions.

Training Level: Basic

Fee: 2020: $200 Per Person; 2021: N/A

Length: 2 DAYS (CEU: 0 UNITS)

Class Size: Minimum: 20; Maximum: 30

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