# TAP: Facilitation Skills Training

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Duration: **3 Day**

## Overview

This course provides participants with the skills to facilitate events such as focus groups, workshops, team meetings, briefings, and business improvement meetings, etc. Participants will learn how to open and close an event using subtle language patterns, helping to build rapport with a group and influence a positive outcome.

They will learn a variety of facilitation methods and processes that can be used as appropriate to the outcome required. They will explore a range of challenging behaviours and the strategies to manage these behaviours within the group setting. They will find out about the problem-solving model and will have the opportunity to participate in a problem-solving focus group.

### Target Audience

This course is suitable for anyone who needs to facilitate the gathering of opinions, solving problems, making decisions, developing a solution, gauging reactions to a proposition, securing a consensus, debating a complex matter, or developing ideas.

## Prerequisites

There are no pre-requisites for this course.