Introduction to Facilitation Skills

Length: 2 Hours

1. ORIENTATION DESCRIPTION

The orientation, Introduction to facilitation skills, is designed to provide basic knowledge on major facilitation skills with practical experiences. This orientation particularly focuses on the skills one needs to demonstrate while conducting any training or orientation.

In any field or program, training and orientation are regular activities for enhancing capacity of staffs. Particularly in WASH sector, where behavior change is targeted, effective facilitation tends to motivate for the behavior change. And the facilitation skills presented by facilitator highly impact to promote WASH behaviors.

Thus, the orientation presented with discussion on various skills help to enhance the skills of the facilitator. Along with it, presentation skills are also discussed in the orientation which is a mandatory for any working personal.

2. OBJECTIVES

General Objective:

• To introduce basic facilitation skills and motivate participants to apply the facilitation skills in training and orientation.

Specific Objectives:

• To enhance knowledge and understanding of major facilitation skills.
• To motivate applying the facilitation skills for effective session delivery.

3. PARTICIPANTS

This workshop is developed for the following target audiences who are directly involved in training and orientation:

• Program Manager and Designer
• Trainer and Facilitator
• Training Manual Developer
• Community-based Program Implementer

4. METHOD OF INSTRUCTION
The session will be facilitated by using online platforms like zoom, Microsoft Teams, Miro etc. To make the session learner-centered and more participatory, various participatory activities are included such as using reactions, brainstorming, room-break for group discussion, experience sharing, polling and feedback collection.

5. CONTENT
Following is a list of main topics to be covered in the session:

• Definition of Facilitation Skills
• Active Learning
• Active Listening
• Effective Questioning and Think Time
• Giving Clear Instructions
• Presentation Skills

6. FACILITATORS
The whole session will be facilitated by two facilitators from ENPHO Training Centre and the recording will be available to participant for further use, that is, to implement thus discussed facilitation skills during training or orientation.

For Further Detail

Training Centre
Environment and Public Health Organization (ENPHO)
110/25, Adarsha Marg, Thapagaun, New Baneswor
P.O.Box No. 4102, Kathmandu Nepal
Phone: +977-1-5244641; 5244051
Fax: +977-1-5244376
Email: trainingcentre@enpho.org
Web-page: enpho.org/enpho-training-centre/