

New!



# THE ESSENTIAL FACILITATOR ON-LINE

On-Line version of this popular program  
5 x 3 hour sessions  
January 27, 29 and February 3, 5, 10, 2021

## TARGET AUDIENCE

This on-line program is designed for anyone needing to facilitate collaborative meetings with positive outcomes – whether it's face-to-face, virtual, or blended. Leaders, consultants, SME's, project managers, and trainers wanting to learn process facilitation will all benefit from this program.

## AIMS AND OBJECTIVES

In this series of 5 on-line sessions you will:

- Explore the role of a group process facilitator
- Learn how to help a group achieve its goals
- Select and be able to use a range of interventions and tools used by facilitators, including virtual platforms and tools
- Learn tips and techniques for people and process for in-person and on-line environments
- Recognise your own reactions to challenging situations and intervene appropriately
- Learn how to design and plan for meetings and events

## APPROACH

- Engaging, immersive, enjoyable
- Applicable to both face-to-face and virtual facilitation. Experiment with digital facilitation tools
- 5 interactive on-line learning workshops conducted on Zoom
- Individual and small group work between sessions
- Experiential – participate in group exercises where facilitation is demonstrated and modelled
- Time for action and time for reflection
- Be challenged as you practice and receive feedback

## OPPORTUNITY

- Meet and work with facilitators from different countries, cultures, industries and backgrounds. Small project groups work on a case study, group exercises and prepare for a facilitation practise.
- Gain free access to Illuma Consulting's range of resources and templates for facilitators.
- Learn from a Master Level Certified Professional Facilitator with a wealth of knowledge and experience to share.



## ON POINT

- ✓ Program is aligned with the Core Competencies of the International Association of Facilitators.
- ✓ Conducted face-to-face 29 times since 2012 iteration. On-line piloted July 2020

Illuma Consulting, Melbourne partnering with Intents Consulting, Shanghai



## COURSE DETAILS

**Language:** English

**Dates:** January 27, 29 & February 3, 4 10, 2021

**Time:** 6:00 – 9:00 pm Melbourne

**Venue / Platform:** Zoom

**Fee:** AU\$1250 plus GST \*

**Earlybird:** January 8 AU\$1150 plus GST \*

### Register or more information / agenda

- rhonda@illumiconsulting.com.au
- michelle@intents.com.cn

### Is this the right program for you? Call

- Rhonda: +61 (0) 410510720
- Michelle: +86 1380 164 8574

## TIME ZONES – NB: final session on 18 Nov will be 4 hours

**Auckland** 8:00 pm - 11:00 pm

**Melbourne** 6:00 pm - 9:00 pm

**Tokyo** 4:00 pm - 7:00 pm

**Singapore** 3:00 pm - 6:00 pm

**Perth** 3:00 pm - 6:00 pm

**New Delhi** 12:30 pm - 3:30 pm

**Paris** 8:00 am - 11:00 am

**London** 7:00 am - 10:00 am

\* GST applicable only if registering from Australia

### The Essential Facilitator

- Originally designed in 1994
- Re-designed / updated in 2005 and 2009 and 2016
- Customized for China in 2018
- Updated for on-line delivery in 2020
- Hundreds of people have attended this course
- Can be conducted and customised as an in-house program
- Small group size to maximise participation and practise

## THE TRAINING TEAM

### Rhonda Sparks-Tranks

B.A. Certified Professional Facilitator, Master

Rhonda is the Director of Illuma Consulting in Australia. She has decades of experience as a trainer, facilitator and coach with major corporations and organisations around the world. Her 2-day "The Essential Facilitator" workshop is aligned with the IAF's Core Competencies. This program has developed from its first inception in the mid 1990's. Since then, hundreds of facilitators have attended this program in its different iterations. Rhonda also trains and mentors facilitators at a more advanced level. Her *Holistic Framework of Facilitation*© forms the basis of her facilitation training and practice.

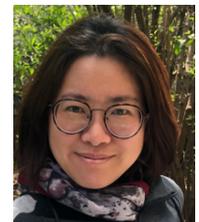
### Michelle Shao

Michelle is a trainer, facilitator and now the business manager for Intents Consulting in Shanghai. She will be your main contact and technical support for the program.

\* In early 2017 Illuma Consulting in Australia and Intents Consulting in China began a strategic partnership to jointly promote process facilitation in China. Since then, Rhonda has worked closely with the Intents team, jointly running facilitation training (The Essential Facilitator), workshops and webinars in English and Mandarin. Illuma's 4-day Holistic Facilitation course has now run 6 times in China. Michelle has been closely involved with all programs.



**IAF** Certified™ Professional Facilitator | Master promoting the power of facilitation worldwide



## TESTIMONIALS

*FB, Community Development* - Rhonda is a warm and gifted facilitator who has mastered with humility and generosity the art of facilitation. Her courses are insightful and skilfully designed to embed learnings and deliver on intended outcomes for her worldwide clients. Rhonda is endlessly able to tap into her vast experience, cultural intelligence, and resources to cater for the unique needs of her participants. As a community leader who is running online/physical community sessions, I've deeply benefited from Rhonda's "The Essential Facilitator Online" course which exposed me to many new digital tools, techniques, skills and frameworks that are firmly aligned with the IAF certification requirements. Whatever sector, I cannot recommend Rhonda highly enough to those wanting to navigate this hybrid model of facilitation with confidence and dexterity.

*GPY, Water Engineering Consultant* - I first met Rhonda in about 2014 and was hugely impressed with her energy and depth, breadth and knowledge of "all things" facilitation. When I found out that she provided facilitation essentials training, I didn't hesitate to sign-up for the two-day course with a great deal of excitement and high expectations. The training exceeded my expectations. I would recommend it to anyone, anywhere, anytime! I have used the techniques she taught our group many times over the last few years, with great results. Rhonda's solid training experience together with her extensive facilitation experience make a powerful combination. She is the ideal person whenever you wish to learn anything about facilitation – essentials or advanced. Nowadays, I try not to miss her webinars.

**RHONDA SPARKS**

facilitator | coach | celebrant

*illuminating pathways for change*

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