



THE ESSENTIAL FACILITATOR ON-LINE

On-Line version of this popular program
September 2024- 20 contact hours over 4 weeks

WHO SHOULD ATTEND?

This on-line program prepares people to facilitate collaborative meetings with positive outcomes – whether it’s face-to-face, virtual, or blended. Consultants, leaders, facilitators, SME’s, trainers, project managers and others wanting more facilitative approaches to their work will all benefit from this program.

WHAT YOU WILL LEARN

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

- Explore your role as a group facilitator and what it means to be truly present when facilitating
- Learn how to design and plan for productive meetings and events
- Learn how to help a group work through issues and achieve its goals
- Select and use a range of interventions and tools used by facilitators, including virtual platforms and tools
- Learn tips and techniques for facilitating people and process for in-person and on-line environments
- Recognise your own reactions to challenging situations and intervene appropriately
- Focus on the being and the doing of facilitation

THE APPROACH

- Experiential - facilitation is demonstrated, modelled, experimented and practised
- 5 interactive on-line learning workshops conducted on Zoom: engaging, immersive, enjoyable
- Applicable to both face-to-face and virtual facilitation - experiment with digital facilitation tools
- Individual and small group work between sessions
- Time for action and time for reflection
- Includes 30 minute individual mentoring session with Rhonda

AN OPPORTUNITY TO ...

- Learn from a Certified Master Professional Facilitator with a wealth of knowledge and experience to share
- Work and learn together with facilitators from different countries, cultures, industries and backgrounds
- Engage in small project group work on a case study, group exercises and facilitation practise
- Gain free access to Illuma Consulting’s range of resources and templates for facilitators



ON POINT

- ✓ Program is aligned with the Core Competencies of the International Association of Facilitators.
- ✓ Illuma’s Holistic Framework of Facilitation© informs and underpins the program.
- ✓ In-person conducted 30 times since 2012. This on-line version Jul '20, Jan & Sep '21, April '22, Mar '23, Oct 23



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| <p>COURSE DETAILS</p> <p>Language: English</p> <p>Dates: 2, 5, 12, 19, 26 September 2024</p> <p>Venue / Platform: Zoom</p> <p>Fee: AU\$1,980 +GST *</p> <p>Earlybird: by 22 July '24 AU\$1,730 +GST *</p> <p>GST: only applies if registering from Australia</p> <p>Special rates:</p> <ul style="list-style-type: none"> • Lower Middle (UN) - \$AU875 • 1 full scholarship for IAF member from UN Low income country – contact us for details | <p>TIME ZONES</p> <p>Auckland 8:00 pm - 11:00 pm</p> <p>Melbourne 6:00 pm - 9:00 pm</p> <p>Singapore 4:00 pm - 7:00 pm</p> <p>New Delhi 1:30 pm - 4:30 pm</p> <p>Nairobi 11:00 am – 2:00 pm</p> <p>London 9:00 am – 12:00 pm</p> <p>The Essential Facilitator</p> <ul style="list-style-type: none"> • First delivered 1994. Updated in 2005, 2009 and 2016 • Redesigned for on-line delivery in 2020 • <u>Hundreds</u> of people have attended this course – wide variety of industries and backgrounds and countries • Can be customised for an in-house program • Small group size to maximise participation and practise |
| <p>Register or more information / agenda</p> <ul style="list-style-type: none"> • rhonda@illumiconsulting.com.au • shalakagundi@gmail.com | <p>Is this the right program for you? Call</p> <ul style="list-style-type: none"> • Rhonda: +61 (0) 410510720 • Shalaka: +091 9921 949 882 |
| <p>Next Chinese program</p> <p>Illuma's popular 4-day <i>The Holistic Facilitator</i> program has run 6 times in China. Post Pandemic relaunch June 2024 China. We partner with Intents Consulting in Shanghai to deliver with consecutive interpreting.</p> <p>Advanced: A Deeper Dive into the Being and Doing of Facilitation (one day, in-person) – contact Rhonda for next date</p> | |

TRAINING FACILITATORS

Rhonda Sparks-Tranks

B.A. Certified Master Professional Facilitator

Rhonda is the Director of Illuma Consulting in Australia. With decades of experience as a trainer, facilitator, OD consultant and coach with major corporations and organisations around the world, her facilitation training 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. Rhonda mentors facilitators at a more advanced level. Her *Holistic Framework of Facilitation*© forms the basis of her facilitation training and practice.

Shalaka Gundi

B.A. M.P.M. Certified Professional Facilitator

Based in Pune India, Shalaka is a Facilitator, and HR and Organisational Development consultant. Rhonda and Shalaka met at an IAF conference in Malaysia. Since then, they've worked together on a number of virtual facilitation projects, workshops and events. Shalaka has attended this course previously: she knows the program well and will be the co-pilot / technical support person.



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.

KK Independent Facilitator and Coach - *This year I committed to to invest In some structured learning around Facilitation. This course made me feel like that was the best professional decision I've taken in ages. A highpoint for me was the practical nature and our demo sessions: preparing with a new colleague, running the session on-line in front of Rhonda and the group and receiving feedback was a very Important learning experience for me. I recommend this course.*

RHONDA SPARKS

facilitator | coach | celebrant

illuminating pathways for change

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