

CRU presents:

## Introduction to Facilitation

A practical, applied course for people wanting to learn  
how to facilitate groups

April 18, May 16 & June 13, 2018

Brisbane - Queensland



[www.cru.org.au](http://www.cru.org.au)

### About the course:

The purpose of this facilitation course is to assist people to intentionally develop the necessary skills and confidence to facilitate groups that support and benefit people with disabilities. We want people to strengthen their networks by learning together and from each other.

The workdays will provide comprehensive teaching about foundational principles for facilitating groups of all types – formal work teams to informal community and support groups – where skilled facilitation can assist people to achieve their goals. The introductory course is ideal for people with minimal facilitation experience who are keen to develop their skills and increase their confidence.

### Topics

- Essential facilitation principles
- Self as facilitator
- Stages of group development
- Group roles
- Preparation for facilitation
- Basics on how to conduct a facilitated session
- Disability sector specific considerations

### About the presenter:

**Catherine Allen** is a highly experienced and effective facilitator and coach of leadership development programs with a strong commitment to people experiencing being empowered in their work environments and developing their own leadership abilities.

Catherine has a post graduate diploma in Organisational Psychology and is a member of the International Association of Facilitators.

Catherine will be assisted by CRU's Senior Consultant, Lisa Bridle



### ABOUT THE WORKDAYS

**Dates:** Wednesdays April 18,  
May 16 & June 13, 2018

**Time:** 9:00am – 4:30pm  
Registration from 8:30am

**Venue:** CRU Office  
Level 2/43 Peel Street  
South Brisbane  
QLD 4101

**Cost:** \$750 – Full fee  
\$500 – participants not  
employed by an  
organisation  
\$300 – people with  
disability/family members

**RSVP:** Expression of interest  
form to be submitted by  
Wed 28<sup>th</sup> March, 2018



Community  
Resource  
Unit

Expanding Ideas; Creating Change

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Level 2, 43 Peel Street  
P.O. Box 3722  
South Brisbane QLD 4101  
Phone (07) 3844 2211  
Email [cru@cru.org.au](mailto:cru@cru.org.au)

### Need some assistance with fees?

CRU has some capacity to reduce registration fees and assist with other costs, particularly for people with disability and family members not sponsored by an organisation. Contact CRU for more information.

*Do you find it hard to lead a group discussion or meeting?*

Do you enjoy a conversation with one or two people but freeze up when you are put in front of a group?

*Do you struggle with keeping a group focused on a task without being too bossy?*

Are there people in the groups you are part of who won't stop talking and others who don't say anything? Or does everyone go silent and you feel you are talking too much?

*Would you like to assist a group of people to gain clarity about their situation & achieve their goals?*

### **To facilitate means 'to make easy'**

*The group facilitator's job is to make it easier for the group to do its work. By providing non-directive leadership, the facilitator helps the group arrive at the understanding and decision that are its task. The facilitator's focus is on the group and its work.*

**The role is one of assistance & guidance, not of control**

### **Participants will be required to:**

- Attend three full day work days (one month apart)
- Have an opportunity to facilitate a group of 3+ people between each of the work days
- Complete pre-course readings and reflections as well as take home tasks

### **Who should attend?**

People working or involved with people with disability:

- who have minimal facilitation experience
- who are keen to develop facilitation skills & confidence
- who are currently working with a group and/or have the opportunity to put course learning into practice

e.g. community organisers, team leaders, circle facilitators, keyworkers, support group leaders, family members wanting to facilitate visioning conversations with friends & supporters

### **Feedback from previous courses**

*"I appreciate having all of this information & techniques shared with me to promote better relationships in all areas of my work and my life and others who walk beside me along the way"*

*"Catherine was very good at catering to the group's needs and very knowledgeable"*

*"I loved the practical tips that have come out of the discussions"*

*"The course was very inclusive of all aspects of facilitation"*

*"I enjoyed the whole workshop but particularly ... the relevance it had to the disability sector"*

### **How do I Apply?**

As there are a limited number of places at the event, an **Expression of Interest** process will be used to allocate available places. Expression of Interest forms are to be returned to [cru@cru.org.au](mailto:cru@cru.org.au) by close of business **Wednesday 28<sup>th</sup> March, 2018**

**Course numbers will be strictly limited to allow optimal involvement of all participants**

To view CRU's cancellation policy please visit this link - <http://cru.org.au/about/policies/#cancellation>