

The Facilitation of Groups

Dale Hunter, Anne Bailey and Bill Taylor



January 1999
Hardback
£10.00

224 pages
978-0-566-07808-8

This book reveals the secrets of the art of facilitation and shows how to use it to initiate group empowerment.

Developing facilitation skills means first fully understanding the facilitator role: that of a guide helping a group or individual towards a conclusion, without steering the decision. To become an effective group facilitator you need to understand the principles of self-facilitation and the facilitation of individuals, as well as that of a group.

The authors, all experienced facilitators, begin by fully explaining the skills required and the benefits to be derived. The Toolkit which follows includes practical activities, designs and processes, and includes a model facilitation training programme.

This combination of personal experience and practical advice will have wide appeal for facilitators, trainers and group members.

Contents

Part 1 Facilitation: Preparing the ground; Facilitating yourself; Facilitating others; Facilitating a group; On the edge of the sword; Working on the different levels; Getting to agreement; Cutting through; Facilitation and the client; Facilitation and change. Part 2 Toolkit: A - Design: Workshop design; Meeting design; Project design; Evaluation design. B - Facilitative Processes: Being with another; Being with a group; My world, your world; Mining the gold; Speaking the vision; Empowering interpretations; Identity check; Situation check; Role plays; Uncovering sabotage patterns; Clearing processes; Getting fully present; Getting complete; Speaking the higher purpose. C - Facilitator's Training Programme. Appendices: Contract confirmation model; Meeting record sheet model; Recommended reading; Index.

About the Author

Dale Hunter is a consultant in organizational and community development. Her experience ranges from facilitating public meetings of several hundred people through strategic planning, conflict resolution and performance management to individual and team coaching.

Anne Bailey works with groups and organizations as a catalyst and facilitator on projects involving personal and professional development. Her background is in education, counselling and community development.

Bill Taylor is a professional journalist as well as an experienced facilitator and counsellor.

Hunter, Bailey and Taylor are also the authors of *The Zen of Groups: A Handbook for People Meeting with a Purpose*.

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