

To book a workshop or request further information, please contact:

Name: Janice Joannou

Email: <u>janice@rainbowconsultants.org.uk</u>

Phone: 020 8256 0118

Address: Rainbow Consultants, PO Box 3289, South

Croydon, CR2 1GA

Web: www.rainbowconsultants.org.uk

Rainbow

Consultants

Facilitation & Workshops



Facilitation

Do you need someone to facilitate a visioning workshop, team event, or design a bespoke training event just for you? Our experienced and qualified facilitators can design and run a wide range of sessions aimed at meeting your specific business challenges.

Facilitation describes the process of assisting a group to solve a problem, complete a task, or reach a mutually acceptable agreement in a specific area. The role of the facilitator is to provide a framework for this process working in a fair, open and inclusive manner to help the group achieve its objectives.

Organisations seek external facilitation for many reasons. For example a manager may bring in a facilitator for a team event so that they can fully participate in the session along with their team members. A facilitator may also be required to chair a meeting, run a workshop or lead a staff or community engagement event.

The duration of the session will be entirely dependent upon its purpose. So, for example, facilitation of a meeting may only require an hour or two's input, whereas facilitation of a programme of staff engagement may take place over a period of days, weeks or even months.

"I didn't think that I would be able to say how I really felt, but the facilitator created such a safe space for us that it just flowed! I love my job - but things had got so bad, that I was on the verge of leaving...I now feel so positive again and really look forward to going to work each day."

TG, Team Leader

Sample Workshops

Half day workshops

- Changing States
- 2. Creating High Performance States
- 3. Personal and Career Planning
- 4. Planning for Retirement
- 5. Preparing for Redundancy
- 6. Effective Meetings
- 7. Performance Management
- 8. Business Planning
- 9. Visioning Workshop
- 10. Diversity Leadership

One day workshops

- 11. Enhancing the Customer Experience
- 12. Diversity Awareness
- 13. Managing Diversity
- 14. Creating a Wellbeing Programme
- 15. Team Building
- 16. Appraisal Skills
- 17. Interview Skills (recruiter)
- 18. Interview Skills (candidate)
- 19. Peak Presentations
- 20. Communicating for Success



www.rainbowconsultants.org.uk

July 2010