



## Group Facilitation Methods



### Program Information

Begins promptly at 8:30 a.m. and finishes at 5:00 p.m. Lunch is included. Course site in New Orleans, LA to be announced. No audio or video recording is permitted.

### Louisiana Registrar:

**Erness Wright-Irvin**  
4219 Vixen St.  
New Orleans, LA 70131  
504 394-6238 office & fax  
504 259-4219 cell  
ewirvin@bellsouth.net

### Cost

**\$645 Full Tuition Fee**  
**\$355 Louisiana Non-Profits and Students**

When full payment or purchase order is received 3 weeks or more in advance, you can receive a **discounted fee** of \$495 on the full tuition fee, or if a LA non-profit or LA student, a discounted fee of \$ 315 is available for a two-day course.

The fee for the Technology of Participation two-day workshop includes a comprehensive workbook and program instruction

### Registration

Registration can be completed by phone, fax or e-mail by contacting Erness Wright-Irvin  
Check or Purchase Order mail to:  
**Registrar – Erness Wright-Irvin**  
4219 Vixen Street  
New Orleans, LA 70131

### By credit card

Phone: ICA @ 1-800-742-4032  
For \$645 tuition fee only

Or register by visiting our online store at [www.ica-usa.org](http://www.ica-usa.org)

### Group Discount

When 4 enroll at the regular price for the same course location and date, the fourth person attends free.

### Cancellation

Cancellations received less than 10 days prior to a course will be subject to full payment. You may send a substitute in lieu of the cancellation charge.

Learn proven processes for activating group participation. Gain hands-on experience practicing methods and explore ways to apply them to your specific situation.

### Course Dates & Topics

**February 10, 11, 12** Guided Dialogue; Consensus Workshop Method; Action Planning  
**April 22-23** Guided Dialogue; Consensus Workshop Method

### The Guided Dialogue Method

Learn a structured process that helps you facilitate a meaningful exchange of ideas. Discover ways to involve every member in thinking through difficult issues. This process heightens your effectiveness in facilitating virtually every form of group communication. You will learn how to ask questions that quickly surface new ideas and solutions and capture a group's best thinking,

### The Consensus Workshop Method

Energize decision making and problem-solving with a process that builds active participation and teamwork. Learn how to synthesize diverse ideas into decisions everyone owns and supports, increase a groups level of creativity and cooperation, develop group consensus, and resolve turf conflicts or other unproductive group dynamics

### Designing Participatory Events

Learn to design and prepare to facilitate successful meetings of all forms – including public meetings; planning events; staff meetings; business meetings or board meetings. Create an agenda that keeps everyone actively engaged while achieving your clearly defined outcomes.

### The Action Planning Method

Master this powerful planning process which enables a group to rapidly pull together a practical and effective action plan, organize needed resources and mobilize individuals' energy

### Strategic Visioning & Implementation Process

This strategic planning process integrates above facilitation methods to develop a long term plan that enables a group to develop a common practical vision and 'participant-owned' implementation plan that effectively deals with the issues or obstacles that might prevent the group from reaching their goals and objectives.

### Prerequisite:

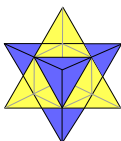
Guided Dialogue and Consensus Workshop are prerequisites for this training seminar.

### Who Should Take These Workshops?

People who are actively involved in the leadership and facilitation of groups and teams including: neighborhood leaders, project managers, supervisors, executive directors, planners, program coordinators, private consultants, training managers, educators, community advocates and team members in high participation environments who need increased exposure to group participation methods to be effective.

### Benefits:

- Reduces time spent on conflict resolution and prevents conflicts
- Increases motivation and deepens personal commitment
- Saves time and money through increased productivity and concrete results



Facilitative Leadership Institute  
[www.facilitativeleader.com](http://www.facilitativeleader.com)  
ICA New Orleans

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**2009 REGISTRATION FORM**

**PLEASE PRINT LEGIBLY**

**Workshop Dates\*\* for this Registration:** \_\_\_\_\_

Prefix \_\_\_\_\_ First & Last Name \_\_\_\_\_

Home Mailing Address \_\_\_\_\_

City/State/Zip/Country \_\_\_\_\_

Work Ph.(     ) \_\_\_\_\_ Cell Ph.(     ) \_\_\_\_\_ Email: \_\_\_\_\_

Profession or Area of Interest/ Work \_\_\_\_\_

Organization Name: \_\_\_\_\_

Name to print on workshop badge \_\_\_\_\_

**REGISTRATION FEE:** Registration fees for the two day workshop includes a comprehensive workbook and program instruction, lunch and break refreshments for both days. All registrations must be postmarked by either regular or late dates to receive the registration fee associated with that deadline. No Exceptions.

Registration Level	<u>National ICA Fee</u>	<u>Non-Profit or Student Tuition Fee</u>	<u>Late Non-Profit or Student Tuition Fee</u>
Postmark By	3 weeks prior to course date	10 days prior to course date	9 days prior to date
Fees (2 day course)	<b>\$ 595.00</b> (Discount)	<b>\$ 315.00</b> (Discount)	<b>\$ 355.00</b>

**Applicable Group Discount**

When four enroll at the regular price for the same course location and date, the fourth person attends free

Cancellations: Full refunds, less a \$75 processing fee, will be granted up to 10 days prior to a course. *No refunds will be granted for cancellations less than 10 days prior to a course. (If you are unable to attend, you may send a substitute or reschedule for the next course date offered within 2 months of your cancellation date.)*

TOTAL ENCLOSED: \_\_\_\_\_

**THREE EASY WAYS TO REGISTER**

⋮ **1. Credit Cards:** Register by visiting ICA online store [www.ica-usa.org](http://www.ica-usa.org) or Phone ICA @ 1-800-742-4032 for National ICA Registration (\$645)

+ **2. Checks by Mail:** Make checks or purchase order payable to:  
Leadership Institute:

Complete the registration form and mail with payment to:  
**Erness Wright-Irvin, Louisiana FLI Registrar**  
4219 Vixen Street  
New Orleans, LA 70131

**3. PayPal:**



**For More Information:**  
Call (504) 259-4219 or (504) 913-7828