Empowering Collaborations: Unleashing the Magic of Facilitation for Beginners

Join this interactive session with Irene Maweu.
Co-facilitator: Doreen Mutune

Tuesday
30 January 2024
11:00 EST New York
16:00 GMT London
19:00 EAT Nairobi
21:30 IST Mumbai

Facilitated By: Irene Maweu and Doreen Mutune
Let's Dance (2 mins)

Wombo Lombo

Angelique Kidjo
Agenda (2 mins)

★ Lets Dance - (2 mins)
★ About the The Heart of African Facilitation (1 Min)
★ Opening Check-in / Waterfall (6 mins)
★ Why this Session? (2 mins)
★ Session Agreements (1 min)
★ Impromptu Networking - lets meet (10 mins)
★ Ikigai (2 min)
★ Self Reflection with Elements of Ikigai (5 min)
★ Breakout Rooms - Ikigai (10 mins)
★ Share our Thoughts (7 mins)
★ Our Reflections on the session - on Padlet (5 mins)
★ Closing Music (4 mins)
The Heart of African Facilitation

Aims to

- Increase networking for Facilitators in Africa and around the world
- Develop our facilitation skills and methods
- Exchange of Resources
- Enhance the effectiveness of our facilitation work
- Expand our virtual facilitation skills
- Professional Development
- Learn from each other’s experiences and insights
- Encourage each other to facilitate in the Facilitators’ community
- Fosters a sense of belonging and togetherness among facilitators
Opening Waterfall (6 Mins)

- Where are you joining us from and how is the weather (as a Metaphor)

share in the chat
Why this Session? (2 min)

- First Session as part of The Heart of African Facilitation in sharing of knowledge and expertise across Africa and the world.

- We have very few young and new facilitators or professionals who would like to add facilitation skills.

- We also have those leaving their careers to join facilitation and don't know where to start from.

This is a conversation that we hope will help with the baby steps into the facilitation space.
Session Agreements (1 min)

Let us …

★ Treat each other with respect

★ Treat personal reflections as confidential

★ Refrain from judgement about each others perspectives

★ Camera ON or OFF is welcome
Impromptu Networking (10 mins)

In Break-out Rooms

Let's Network and meet “new” people
Introduce yourselves to each other and reflect on…

★ Your experience in facilitation
★ What is limiting in the facilitation world?
★ What is encouraging or motivating?
★ What would you like facilitators to provide?
• **IKIGAI** is a Japanese concept that represents the intersection of four fundamental elements:
  ★ what you love,
  ★ what you are good at,
  ★ what the world needs, and
  ★ what you can be paid for

• It is often referred to as the "reason for being" or the "purpose in life."
Self Reflection with Elements of IKIGAI (5 min)

**What you love:** Identify your passions, interests, and activities that bring you joy and fulfillment.

**What you are good at:** Recognize your skills, talents, and strengths that you excel in or gifted in.

**What the world needs:** Consider the problems, needs, or challenges in the world that align with your values and where you can make a positive impact.

**What you can be paid for:** Explore opportunities where you can leverage your skills and passions to earn a living.

*(On a pieces of paper, write 1 or 2 things under each one of the elements - (5 Minutes)*
Breakout Room 1 (names) 5 Minutes

What I love
- Writing and advising people
- Encouraging, facilitating
- Nature
- Networking
- Talk
- Meet new people
- Bring people together
- Pass information
- Showing my skills & interacting w/people

What I am good at
- Training - good at explaining, mobilizing
- Facilitation - stage mgmt, injecting energy
- Observing & Exploring
- Facilitate group process
- Simplifying ideas
- Coordinating
- Inclusivity
- Communication. - make people laugh

What the World Needs
- Knowledge, skill, awareness
- Awareness, wisdom & progress
- Connection, less complexity
- Cooperation less competition
- Collaboration skills
- Everyone on the same page
- Love, joy
- Professional facilitators
- Facilitative mediators
- Facilitative leaders
- Less complications/simplicity

What I can be paid for
- Experiential learning - walks in nature and transfer it to the teams environment
- Creating more awareness and knowledge to the ppl in the world
- Facilitation
- Counselling
- Networking
- Coordinating events
- Team building
- Including marginalized people
- As Fac nd Coach - solving team’s problems
- Policy reviews
- Simplifying ideas
- Effective Communication - right info/right time
- Mentoring/ coaching
### Breakout room 2 (names) 5 Minutes

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<th>What I am good at</th>
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Breakout room 3 (names) 5 Minutes

- What I love
- What I am good at
- What the World Needs
- What I can be paid for
Breakout room 4 (names) 5 Minutes

What I love
- Food
- Piece of mind
- Travelling

What I am good at
- Time keeping
- Community Organising
- Collaborator

What the World Needs

What I can be paid for
- 
- 
- 
- 
- 
-
Your Thoughts (7 min)

★ What came up in the breakouts?

★ Any further thoughts?
Self-Reflection and Skill Development

1. Assess your **strengths** and **areas for improvement** as a facilitator

2. Identify the **core skills required** for effective facilitation, such as active listening, communication and conflict resolution

3. **Seek opportunities to enhance these skills** through workshops, courses, or practice sessions
Observe and Learn from Experienced Facilitators

**Attend:** Make time for facilitation sessions or workshops conducted by experienced facilitators and other professionals

**Observe:** Be curious and observe their methods, techniques, approaches, and interaction with participants

**Take note:** Effective strategies and adapt them to your own style
Practice in Safe Spaces

1. Have small sessions with practice groups at work, community or even friends

2. Ask for feedback from trusted colleagues or mentors

3. Reflect on your experiences and identify areas for improvement

4. Gradually increase the complexity and size of the groups you facilitate
Read

Listen

Learn

- Podcasts
- YouTube Recording of sessions

More Book resources:
https://rachdavis.notion.site/Facilitation-Books-2df59fb0ee9
643399172675f5917fd92

- IAF Methods Library
- Liberating Structures
- ICA-UK TOP Methods
- Sessionlab Methods
Build Your Own Support Network

1. **Connect** with other facilitators, either in person or through **online communities**

2. **Participate** in facilitator forums or discussion groups

3. **Share experiences**, ask questions, and **learn from others in the field**

4. Seek **mentorship** from **experienced facilitators** who can provide guidance and support
Our Reflection on the Session (5 Min)

In Padlet

- What did you enjoy?
- What surprised you?
- One takeaway from the session is.....

Share your thoughts in this Time to Reflect Padlet
Let us close with some music (4 min)

Kothbiro - by Ayub Ogada
Next Session

Tools to Enhance Facilitation Sessions
Join this interactive session with Irene Mawe

Tuesday
27 February 2024
11:00 EST New York
16:00 GMT London
19:00 EAT Nairobi
21:30 IST Mumbai

To Register:
https://us02web.zoom.us/meeting/register/tZAodO6pqjkgqGNBlsCSmX6cl3nnZ2WbfjvdOg#/registration