

New to Facilitation?



It will be useful to have either a formal coach or informal mentor who can help to support you in organizing and facilitating the learning circles. Check with your site or organizational sponsor if there is someone within your organization who can act in this capacity.

General supports which you may gain from a coach or mentor:

- o **Conversational support** either by phone or in-person where you can reflect on your progress with the learning circles and gain encouragement and understanding.
- o Specific **answers** to facilitation questions based on your mentor's previous experience with similar challenges and situations.
- o **References** and/or access to relevant and applicable **resources** which can help you with facilitation of the learning circles.

Suggested questions for coaching sessions:

Establish goal of time together:

- o What do we wish to accomplish with this session?
- o How should we organize our time?
- o Are there particular questions or challenges that you would like to focus on?

Explore experience so far:

- o How have things been going so far with the facilitation?
- o What has worked well?

Exchange on challenges & solutions:

- o What challenges have you experienced?
- o How did you handle these challenges?
- o What thoughts do you have on what might work better next time?

Plan for next steps:

- o To make changes, what needs to happen?
- o What are some phrases which might be helpful?
- o What will best prepare you for your next session?

Summarize & arrange next session:

- o When can we meet again?
- o Based on our discussion today, what shall we focus on at our next meeting?

