



SECRETS TO FACILITATING STRATEGY

A Web-Enhanced Course

<p>Why it works:</p>	<p>This course provides a detailed understanding of each of the building blocks that make up a strategic plan and strategies for facilitating teams through the strategic planning process. A PDI (practical, dynamic and interactive) approach provides practical step-by-step direction including a road map for constructing a strategic plan for your organization and tips for judging the quality of each component of your plan, dynamic instruction from carefully selected energetic facilitators, and interactive practice sessions including in-class exercises and team breakout sessions to reinforce your learning.</p>						
<p>Learn how to:</p>	<p>Transform training skills by:</p> <ul style="list-style-type: none"> ▪ Using the Drivers Model to facilitate successful strategy ▪ Getting a team to visualize the future ▪ Addressing different learning styles ▪ Developing mission/vision statements ▪ Differentiating goals from objectives 						
<p>Ideal for:</p>	<p>Professional facilitators, organizational leaders, and representatives of all types of for profit/non-profit organizations and government agencies seeking to develop viable action plans for accomplishing growth objectives or improving current processes.</p>						
<p>Duration:</p>	<p>Part I (online) - 4-6 hours, at your own pace, to learn the strategy model. Part II - Three Days</p>						
<p>Objectives:</p>	<table border="0"> <tr> <td data-bbox="349 1115 893 1346"> <p>Overview of Strategic Planning</p> <ul style="list-style-type: none"> • The Level 3 Leader • The Drivers Model • The Components of a Strategic Plan • The Strategic Questions • The Three Levels of Planning • The Ten Pitfalls to Avoid in Planning </td> <td data-bbox="933 1115 1461 1346"> <ul style="list-style-type: none"> • Developing the Situation Assessment • Measuring Customer Satisfaction • Employee Views and Culture • Competitor Analysis • Industry Trends • Key Situation Statistics • Critical Assumptions • Developing the SWOT </td> </tr> <tr> <td data-bbox="349 1373 893 1717"> <p>Developing the Plan</p> <ul style="list-style-type: none"> • Mission and Vision –The Difference • Converting Values into Guiding Principles • Defining Your Goals • Positioning Strategies • Establishing SMART Objectives • Identifying Critical Success Factors • Removing Barriers • Developing Strategies • Prioritization and Action Planning </td> <td data-bbox="933 1373 1461 1549"> <p>Implementing the Plan</p> <ul style="list-style-type: none"> • Gaining Buy-in • The Communications Plan • Monitoring the Plan • Grading Your Progress </td> </tr> <tr> <td data-bbox="349 1745 893 1885"> <p>Preparing to Plan</p> <ul style="list-style-type: none"> • The Sigmoid Curve and Paradigms • Steps for Preparing for the Plan • Selecting Planning Team Members </td> <td data-bbox="933 1577 1461 1961"> <p>Facilitating the Session – A Detailed Facilitator’s Guide</p> <ul style="list-style-type: none"> • Techniques for engaging the group right from the beginning in strategic issues • Tips for educating the group while facilitating the strategic plan development • When and how to use break-out groups for the various strategy components • In-class practice sessions in facilitating the strategy model • Sharing experiences in strategic plan facilitation </td> </tr> </table>	<p>Overview of Strategic Planning</p> <ul style="list-style-type: none"> • The Level 3 Leader • The Drivers Model • The Components of a Strategic Plan • The Strategic Questions • The Three Levels of Planning • The Ten Pitfalls to Avoid in Planning 	<ul style="list-style-type: none"> • Developing the Situation Assessment • Measuring Customer Satisfaction • Employee Views and Culture • Competitor Analysis • Industry Trends • Key Situation Statistics • Critical Assumptions • Developing the SWOT 	<p>Developing the Plan</p> <ul style="list-style-type: none"> • Mission and Vision –The Difference • Converting Values into Guiding Principles • Defining Your Goals • Positioning Strategies • Establishing SMART Objectives • Identifying Critical Success Factors • Removing Barriers • Developing Strategies • Prioritization and Action Planning 	<p>Implementing the Plan</p> <ul style="list-style-type: none"> • Gaining Buy-in • The Communications Plan • Monitoring the Plan • Grading Your Progress 	<p>Preparing to Plan</p> <ul style="list-style-type: none"> • The Sigmoid Curve and Paradigms • Steps for Preparing for the Plan • Selecting Planning Team Members 	<p>Facilitating the Session – A Detailed Facilitator’s Guide</p> <ul style="list-style-type: none"> • Techniques for engaging the group right from the beginning in strategic issues • Tips for educating the group while facilitating the strategic plan development • When and how to use break-out groups for the various strategy components • In-class practice sessions in facilitating the strategy model • Sharing experiences in strategic plan facilitation
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Agenda:

Part I: Learn Effective Strategic Planning (Online)

Need to learn about strategic planning but don't have time for a traditional classroom course? Get started in hours, not days, with Springboard Online!, the latest in online learning from Leadership Strategies - The Facilitation Company.

Learn Strategic Planning at your own pace!

- Combines audio and graphics to keep your interest high.
- Interactive quizzes throughout to ensure learning as you go.
- Chock-full of success strategies and quality checks to help you build your plan.
- Online Certification Exam with randomized questions.

You must score 80% or above to be certified to take Part II. This ensures that all participants in Part II understand the strategy model and are ready to focus on the key facilitation strategies. You can review the online material and take the certification exam as often as you need prior to the Part II session.

Part II: Facilitating Strategy Sessions

In this segment, you'll join the other participants for a three-day session focused on strategies for facilitating teams through strategic planning. Techniques from The Effective Facilitator serve as the building blocks for the day. Therefore, taking this course in advance is helpful, but not required.

Using a detailed facilitator's guide, you and your classmates will facilitate a fictitious company, "The Light Touch Company," through the development of a three-year strategic plan. Through the various role plays, you will have opportunities to...

- See the various components of the strategy model facilitated live.
- Use the detailed facilitator guide to assess your skills in facilitating strategy teams.
- Understand the issues that typically arise in facilitating strategy.
- Share your experiences and learn from the experiences of others in facilitating strategic planning.



What Makes This Course Unique

Secrets to Facilitating Strategy is taught using the **PDI** style common to all of our courses: **practical, dynamic, interactive.**

Practical...You'll be able to use it! Expect concrete situation-specific techniques that you can apply right away.

- ❑ We take the "touchy-feely" concepts - like engaging a group and consensus building - and isolate the detailed, step-by-step strategies. We break the most difficult concepts down to their critical elements for success.
- ❑ We let you know what techniques work; we show you why they work, how they work and when and where to use them.

Dynamic...You'll get into it! Expect energetic instructors that consistently promote high-energy and fun to keep you engaged.

- ❑ Our facilitators are trained in using level 3 energy – dynamic techniques for engaging and focusing groups.
- ❑ We use the “WII-FM” principle to excite participants by letting them know “What’s In It For Me.”
- ❑ Throughout the session we use a variety of techniques to keep the energy high and participants engaged.

Interactive...You'll really get it! Expect intensive interaction, practice and feedback throughout the session.

- ❑ We use practice sessions to ensure active learning. You will have numerous structured opportunities to both exercise the techniques taught and receive feedback.
- ❑ We reinforce learning through “backward buildup” by constantly engaging teams with content specific questions about material previously covered.
- ❑ We use team quizzes and interactive games (e.g., Jeopardy, Three Question Panic) requiring team decision and action to vary the pace and increase comprehension.

The cumulative result of employing these techniques is the creation of a learning environment which encourages participation, engagement and application.