

SDF (Unofficial) SIG: **Developing Internal Facilitation Capacity in our Universities**

Facilitated by: **Tracy Ellis, University of Liverpool (tellis@liverpool.ac.uk)**

Colleagues interested in being involved in this work:

Michelle Meadows, Canterbury

Amie Boylan, Liverpool

Zoe Connell, Canterbury

Bernadette Lyons, Liverpool

Jean Bennett, Lancaster

Amanda Finn, Durham

Vincent Cornelius, Birmingham

Kate Rowland, MMU

N. Richardson, Sheffield

Tracy Dawson, Anglia Ruskin

Hilary Clarke, Liverpool

What do we want to achieve?

- A co-created workshop/programme with 'trainer notes' for facilitators that colleagues can adapt to suit their own requirements.
- Guidelines, resources and techniques for best practice
- A resource for managers to help them diagnose how best to resolve their challenge through facilitation.
- A standardised approach to foundation skills needed for facilitation.

What do we already know/have that can help?

- Inclusive and hybrid events best practice
- Train the trainer programmes at own institutions
- Needs analysis questionnaires to aid effective decision making
- London Business School guidance
- Curriculum from PTTLs, CTTLS, DTTLs type courses

Other topics that we would like to consider

- Psychometrics training
- Communicating with confidence
- Virtual and in person facilitation skills
- Learning objectives setting

What is within scope

- Support for managers to decide on what might be the best route for them
- General facilitation skills
- Team development skills
- Possibility of working with development champions at institutions

Actions for the group

- To be decided at the next meeting on 27th October from 1 – 2pm