



Consulting and Training | Reach New Heights

Course Name

Leading with Impact: Mastering Facilitation Skills for Effective Corporate Performance Management

Sector Name

Management And Leadership

Document Type

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Leading with Impact: Mastering Facilitation Skills for Effective Corporate Performance Management

Course Introduction

This training program is designed for managers to enhance their facilitation skills in the context of Corporate Performance Management (CPM). This training program will equip participants with the necessary tools to facilitate performance reviews, strategy sessions, and team meetings effectively.

By focusing on facilitation skills, you will be able to engage stakeholders, resolve conflicts, and guide teams towards actionable outcomes.

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Leading with Impact: Mastering Facilitation Skills for Effective Corporate Performance Management

Target Audience

- ✓ Team Leaders
- ✓ Managers and Supervisors
- ✓ Human Resources Professionals
- ✓ Learning and Development Specialists
- ✓ Performance Management Professionals
- ✓ Organizational Development Consultants
- ✓ Corporate Trainers
- ✓ Project Managers
- ✓ Operations Managers
- ✓ Employee Relations Specialists
- ✓ Business Coaches
- ✓ Department Heads
- ✓ Change Management Specialists
- ✓ Middle and Senior-Level Executives
- ✓ Facilitation Coaches
- ✓ Leadership Development Professionals
- ✓ Talent Management Professionals
- ✓ Conflict Resolution Specialists

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Learning Objectives

- ✓ Identify the role of a facilitator in performance management and how it supports corporate objectives.
- ✓ Apply advanced facilitation techniques to lead effective performance review sessions, team meetings, and strategic discussions.
- ✓ Develop skills in managing group dynamics, encouraging participation, and resolving conflicts.
- ✓ Master the art of creating an inclusive environment where team members feel heard and valued.
- ✓ Learn to use various facilitation tools and methods for enhancing group decision-making and achieving organizational goals.
- ✓ Use feedback and continuous improvement techniques to refine their facilitation approach over time.

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Course Outline

✓ 01 Day One

Introduction to Facilitation in Corporate Performance Management

- ✓ What is facilitation? The facilitator's role in performance management
- ✓ The importance of facilitation skills for managers
- ✓ Key characteristics of a successful facilitator
- ✓ Overview of the training program
- ✓ **Interactive Activity:** Group discussion on what makes a facilitator effective in a corporate environment

The Facilitation Mindset - Creating a Collaborative Environment

- ✓ Creating a safe, open environment for communication
- ✓ Setting the tone for collaborative discussions
- ✓ Building trust and rapport with team members
- ✓ **Role-Playing:** Participants practice setting a positive tone for a meeting with a focus on inclusivity

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Course Outline

✓ 02 Day Two

Active Listening and Effective Questioning Techniques

- ✓ The art of active listening and its importance in facilitation
- ✓ Using open-ended questions to encourage participation and idea generation
- ✓ How to ask the right questions to clarify understanding and guide decision-making
- ✓ **Interactive Activity:** Practice active listening and questioning techniques in pairs, with feedback

Managing Group Dynamics in Performance Discussions

- ✓ Identifying and addressing dominant personalities and quiet participants
- ✓ Handling conflicts, disagreements, and differing opinions
- ✓ Encouraging constructive criticism and feedback during performance reviews
- ✓ **Case Study Discussion:** Analyze a challenging group dynamic and discuss strategies for facilitation

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Course Outline

✓ 03 Day Three

Techniques for Guiding Discussions and Decision-Making

- ✓ The decision-making process: How to help groups reach a consensus
- ✓ Using decision-making tools (e.g., SWOT analysis, multi-voting)
- ✓ Facilitating brainstorming and prioritization sessions
- ✓ **Workshop:** Facilitate a decision-making activity

Leading Performance Review Sessions and Team Meetings

- ✓ **Structuring performance review meetings:** Setting objectives, managing time, and staying on track
- ✓ **Balancing feedback:** Delivering constructive and positive feedback to motivate and improve team performance
- ✓ Handling difficult conversations during performance evaluations
- ✓ **Role-Playing:** Participants facilitate a mock performance review session, focusing on balancing feedback and encouraging open dialogue

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✓ 04 Day Four

Using Visual Aids and Facilitation Tools

- ✓ The power of visual aids in facilitating understanding (charts, mind maps, whiteboards)
- ✓ Tools for managing discussions and feedback (e.g., sticky notes, digital collaboration tools like Miro or Jamboard)
- ✓ Creating templates for meeting agendas, performance review forms, and action plans
- ✓ **Interactive Activity:** Design a facilitation tool or template for a team meeting or performance review

Managing Conflict and Difficult Situations

- ✓ Understanding the sources of conflict in teams and performance discussions
- ✓ Techniques for de-escalating conflict and fostering cooperation
- ✓ Managing difficult behaviors (e.g., aggression, disengagement)
- ✓ **Role-Playing:** Practice handling a difficult conversation or conflict in a performance management context

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Course Outline

✓ 05 Day Five

Feedback and Continuous Improvement in Facilitation

- ✓ The role of feedback in improving facilitation effectiveness
- ✓ Techniques for gathering feedback from participants (surveys, verbal feedback, observation)
- ✓ Strategies for self-reflection and self-improvement as a facilitator
- ✓ **Activity:** Participants give and receive feedback on their facilitation in a small group setting

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
June 8, 2026	June 12, 2026	5 days	4250.00 \$	UAE , Dubai
Jan. 18, 2027	Jan. 22, 2027	5 days	4250.00 \$	UAE , Dubai
Sept. 13, 2026	Sept. 17, 2026	5 days	4250.00 \$	KSA , Riyadh
Nov. 2, 2026	Nov. 6, 2026	5 days	5950.00 \$	Switzerland , Zurich

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