GEORGETOWN UNIVERSITY School of Continuing Studies

Facilitation Design & Delivery

SPRING 2016

Certificate in Facilitation Design & Delivery

Facilitation, the art of designing and convening gatherings, can transform how people communicate with one another and work together. Great facilitators push people to think, act, and speak in new ways; they can nurture transformation in an organizational and leadership context. Skilled facilitators serve as catalysts for change. They awaken, engage, and support great leaders and know how to bring out the best in people. They can design gatherings that get results and their presence, confidence, and innate understanding of group dynamics sets the tone and energy in the room.

The *Certificate in Facilitation Design & Delivery* teaches participants how to design and facilitate face-to-face meetings and gatherings. Participants will learn how to create magic in the room by bringing about shifts in thinking, new alignments and consensus, and commitment to fostering action outside of the room that leads to momentum and results.

DESIGNED FOR

Current facilitators, leadership coaches, change consultants, human resource professionals, and organizational design practitioners interested in building their facilitation and design skills. However, the program will be relevant for anyone who manages a team that needs dialogue to generate ideas and move forward.

PROGRAM FORMAT

Participants complete three modules in sequence over a three-month period:

- Class 1: Being a Facilitator
- Class 2: The Art of Facilitation: Design and Craft
- Class 3: Capstone: Facilitating Teams and Groups

Overall, the program includes 63 hours of instruction. Courses meet from 9 am to 5 pm on three consecutive days, Monday through Wednesday, once a month.

Supplementing the nine (9) days of in-person classes, participants will complete assignments throughout the program, including some reading, writing, reflection, and practice assignments. Estimated time commitment outside the classroom is 1-2 hours per week throughout the three-month program; however, the student's leadership role will provide the primary place of practice and study.

PREREQUISITES

Applicants must have the following prerequisites to ensure the appropriate knowledge, experience, and mindset to succeed in the program:

- A bachelors degree
- At least 2-4 years of experience leading groups or teams
- Openness to feedback; capacity for self-examination; willingness to challenge one's own beliefs



Location

Georgetown University 640 Massachusetts Ave NW Washington, DC 20001

Admissions and Registration

An application is required. Visit **scs.georgetown.edu/itl** for more information.

Tuition

\$5,995.00

An interest free payment plan and employer payment options are available.

LEARN MORE

Please visit us online for course descriptions, course dates, and registration information. You may also call or email to schedule an appointment with a program advisor.

scs.georgetown.edu/itl

202.687.7000

itlprograms@georgetown.edu

REQUIRED COURSES

Being a Facilitator	21 hrs	February 29-March 2, 2016
The Art of Facilitation: Design and Craft	21 hrs	April 4-6, 2016
Capstone: Facilitating Teams and Group	21 hrs	May 9-11, 2016

NEXT STEPS

Visit scs.georgetown.edu/itl to apply. An application includes:

- A completed applicant questionnaire
- A \$35 nonrefundable application fee

Final Deadline: December 1, 2015

Program Director

Rae Ringel

Rae Ringel is a certified executive coach and founding President of The Ringel Group. She is a faculty member for the Leadership Coaching Program at the Georgetown University Institute for Transformational Leadership and was recognized in 2013 by the International Coaching Federation for excellence in the field. Rae is also the founding director of the new Certificate in Facilitation Design & Delivery.

Rae is in high demand as an innovator in the areas of coaching, facilitation and training across sectors. She enables a growing list of executives in some of the most successful Fortune 500 companies, nonprofits and government agencies to become more effective managers and stronger communicators with a formidable leadership presence. In cooperation with ChangeCraft, Rae runs an ongoing facilitation-training program for executives and business owners from around the world.

Rae offers deep experience in the areas of fundraising and board development. Prior to starting the The Ringel Group, Rae was the Director of Professional and Volunteer Development at United Jewish Communities, a two-billion dollar annual enterprise that provides global humanitarian and development assistance. In this capacity, Rae devised an award-winning interactive web-based training program and myriad conferences in service of over 20,000 professionals and volunteers.

Rae is a Phi Beta Kappa Graduate of the University of Rochester. She received her Master's Degree in Organizational Psychology from Columbia University, and earned her Leadership Coaching certification from Georgetown University. She was a Wexner Graduate Fellow and now holds a faculty position with the Wexner Foundation. Rae lives in Washington D.C. with her husband and four children.