

- ✓ PROFESSIONAL DEVELOPMENT
- ✓ TEAM BUILDING
- ✓ EQUITY, DIVERSITY AND INCLUSION



LEARN HOW TO HAVE

Powerful, Productive, Effective Meetings

ToP Facilitation Methods

Three proven methods for activating group participation.

Demonstrates proven ways to achieve group participation including effective conversations, gaining consensus and motivating action. Teaches the three ToP Facilitation Methodologies. Each participant earns a ToP Facilitation Methods Certificate and CAE, CHES, AICP-CM credits.

Learn more at www.Dougherty-Inc.com.



Build Skills, Maximize Meeting Results

Strengthen leadership skills, morale and outcomes by learning to:

- Design and guide effective results-oriented meetings
- Cultivate interpersonal skills, ownership and accountability
- Turn difficult situations into productive experiences

Learn & Collaborate at Your Convenience

We use a powerful and convenient training approach:

- Live instructor-led lessons
- Group practice, discussion and coaching
- Individual coaching and followup online webinars

The Agenda

In this 2-day program, attendees participate in interactive engaging learning. All team members receive an 86 page workbook and ToP Facilitation Methods Certificate.

***ToP Focused Conversation** provides a context for meaningful communication.

***Top Consensus Workshop** facilitates group consensus-based decisions.

***ToP Action Planning Process** is used to plan an event while building group trust, support and consensus.

Who Should Attend

Anyone involved in meetings, project management, and community, employee or volunteer engagement

This workshop is taught by Laurie Dougherty, CAE, a certified ToP Facilitator. Contact Laurie: 888-400-1029, Laurie@Dougherty-Inc.com

In-house courses for groups of 10+
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Public courses available



Learn more at www.Dougherty-Inc.com



ToP™ Facilitation Methods (TFM)