



# Facilitating With Ease

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(ease)

Rivca is undoubtedly one of the few trainer/facilitators currently working in the UK, whose understanding of human interactions ... is matched by high personal integrity and superb attention to the issues of importance to others, I cannot recommend her highly enough.

- Viv Lever, Staff & Educational Developer,  
York St John University



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# Facilitating With Ease

## course information

This one day course is aimed at experienced facilitators who wish to develop approaches and improve their skills. It focuses upon what happens when facilitation works well and what you can do to avoid pitfalls and difficulties.

You will explore what you can do :-

- To create and maintain an effective working atmosphere
- To lead groups through agendas in a methodical and productive way
- To deal with key challenges that can arise when facilitating

We will explore the following scenarios :-

- Making sure all voices are heard
- Dealing with challenging behaviours
- Working with hidden agendas

Delegates will be introduced to a range of skills relevant to efficiently leading and structuring sessions, adapting to circumstances, effective use of listening and questioning skills, and of how to achieve consensus.

Peer learning will be integral to the course, and delegates will be invited to submit scenarios that have proved challenging for them in their roles as facilitators.





# Facilitating With Ease

## costs and rates

**Facilitating With Ease** is part of a new series of One Day Intensives. Booking onto more than one intensive reduces the daily rate.

	Org	Char	Ind	Low*
1 Intensive	225	175	145	95
2 Intensives	375	295	245	160
3 Intensives	495	395	335	220

\* Org - Organisational/funded rate (100%) • Char - Charitable orgs (78%)  
Ind - Individual self-paying (65%) • Low - Low income/Assisted Places (42.5%)  
Single delegate rate. Each additional delegate accesses a 50% discount.

## dates and times

May 19th    Wednesday    10:00 - 17:00

## location

This course will be held in central Manchester.  
Please contact us for address of venue, directions and with questions relating to accesibility.

**Facilitating With Ease** can be brought into your organisation, for information please enquire



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# Facilitating With Ease

## contact

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## rivca's courses

### Communicating With Clarity

Jun 21st, 22nd, 23rd | Zion Arts Centre, Manchester

If you manage others or yourself, assist people's personal or creative development, or wish to enhance communications and relationships, this training will give you immediate and lasting insights and tools.

### ONE DAY INTENSIVES

#### People In The Middle

Jun 24th | Manchester

A new course that will provide you with the skills to resolve conflict and mediate situations - whether at work, home or in a social setting. Prerequisite training **Communicating With Clarity**.

#### Facilitating With Ease

May 19th | Manchester

This one day intensive course is aimed at experienced facilitators who wish to develop approaches and improve their skills.

#### The Creative Mind

Spring date TBC - please enquire | Manchester

A one day intensive course exploring creative & divergent thinking strategies and how to gain quick and easy access to a multitude of perspectives. Perfect for creatives, creative agents, educators, and those dreaming up, planning & developing projects.



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# Facilitating With Ease

rivca rubin

Rivca Rubin is a Creative Consultant specialising in the cultural, education and higher education sectors.

Her expertise lies in unleashing creative thinking, facilitating interpersonal and interdepartmental communications; understanding and managing change and conflict situations, to create and maintain positive and productive working environments.



Rivca creates a comfortable safe space where she will enable you to explore depths you probably didn't realise you had. She is skilled in assisting people to find the lasting confidence that enables them to shine and uncover hidden solutions, insights, and creations; guiding them through their own internal 'Creative Workspace'.

Rivca runs a series of training courses - in central Manchester and inhouse - for professionals, including **Relational Dynamics** (led in collaboration with Deborah Barnard) - an accredited coaching course. She also works with a wide range of organisations on their organisational development, conflict resolution and change management.

Her engaging direct style, non-hierarchical approach and positive affirmation of the value of each individual in the team provided the perfect starting point for building our three year plan together.

- Stella Hall, Director  
Belfast Festival at Queens



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# Facilitating With Ease

## robert meadows

Robert Meadows is an experienced facilitator, writer, education consultant and national keynote speaker on creativity. He has worked in schools and universities as well as for Local Authorities, Primary Care Trusts, Museums, Libraries and Archives and the Business Sector. He has provided advisory services for primary, secondary and tertiary education sectors. He has worked as a consultant for the Arts Council, Creative Partnerships and CCE on a range of projects over the last six years. He also works as a professional community theatre writer.

Robert is a **highly motivational** facilitator. His **enthusiasm** is infectious and his **passion** for improving young people's life chances is obvious. He has an **incisive mind** for planning and has an **ability to draw ideas out** of others. He is aware of what motivates staff and his relaxed and **humorous delivery style** puts people at their ease.

- Lynn Radcliffe, Creative Agent  
Liverpool & East Lancashire



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