

## **Project Management SIG meeting**

**Topic:** Facilitation Skills

**Presenter:** Tony Adler, InfoComp

**Date:** Wednesday 15<sup>th</sup> September 2004

**Time:** 6 pm – 7.30 pm

**Venue:** ACS NSW Branch, Level 4, 122 Castlereagh Street, Sydney

**Free to ACS Members, \$5 for non-members.**

**Register at <http://www.acs.org.au/nsw>**

### FACILITATION SKILLS

Facilitation is from the Latin root 'facil' meaning 'easy'. Facilitation is all about having things done easier; smoothing the way; making the most of an organisation's time; and reaching objectives. It comes out of recognizing how people behave in groups. It ensures that human tendencies like straying off the subject, dominating or avoiding being dominated, and going over time, are managed. In this interactive session, we'll explore the value of facilitation, and see how applying some simple facilitation principles and practices can make a big difference in achieving your project's objectives.

Tony has a MA in Psychology and over 25 years experience in IT roles including analyst programmer, trainer, methodology consultant, and project manager. He is currently Release Project Manager with financial services software provider InfoComp. Tony has taught communication skills at Sydney's evening colleges, and facilitated and coached facilitators in areas including project planning, requirements gathering, system design, post-implementation reviews, and project issues resolution.