

TRAINING PROGRAMME

Facilitation for Agile Teams

I. Training outline

- The training programme includes knowledge and practice of facilitation techniques that may be particularly useful for agile teams and their leaders
- The aim of the training is for participants to acquire knowledge and experience of selected facilitation processes and techniques
- The training focuses on several levels at which facilitation can be used: organisational level, product level and development team level
- Training can be conducted both in a training room and with the use of remote collaboration platforms

II. Target group

- Agile Project Managers
- Scrum Masters
- Agile team leaders
- Agile Coaches
- IT Directors
- Staff of the Project Management Office

III. Benefits

- Acquiring and practicing a set of facilitation methods and techniques especially useful for agile teams
- Efficient and engaging planning of agile transformations, defining the product portfolio and requirements, and planning the work of the team
- Effective use of time devoted to team meetings and an increase of their effectiveness
- The possibility of using facilitation techniques during training and team coaching
- Introduction to the organisation of efficient methods of consensus building and joint decision-making, structured reflection

IV. Training agenda

1. Opening and introduction

- Training scope
- Work plan
- Training style
- Technicalities

2. Demonstration workshop

- Kurt Lewin's Force field analysis: Forces pushing and inhibiting an agile transformation

3. Ingredients of facilitation

- The essence of facilitation
- The attitude of the facilitator
- Facilitated process
- Techniques
- Tools
- Facilitative questions
- Meeting energy and temperature
- Divergent and convergent thinking

4. Facilitation in the Agile Coaching Institute model

- Facilitator
- Coach
- Teacher
- Mentor

5. Tuckan's team development model and facilitation styles

- Bruce Tuckman's team development process
- Facilitation styles, team development and creative process

5. Contracting and preparation of workshops

- Agile contracting: building team rules and meeting rules
- Preparation of the workshop and meeting agenda

6. Facilitation at the organizational level

- Planning an agile transformation based on force field analysis

7. Facilitation of product definition

- Requirements gathering and prioritisation
- Workload estimation
- Road map

8. Facilitation of team meetings

- Time-box / sprint planning
- Review
- Retrospective

9. Summary and closure

- Training takeaways
- Energies and feelings
- Practical applications

V. Workshop duration, languages and logistics

- 2 or 3 days, according to client needs
- In English or in French
- Onsite or online