



## Facilitating with Ease!: Core Skills for Facilitators, Team Leaders and Members, Managers, Consultants, and Trainers

By Ingrid Bens

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*Facilitating with Ease!* is an updated version of the best-selling resource that offers easy-to-follow instructions, techniques, and hands-on tools that team leaders, consultants, supervisors, and managers have used to learn the basics of facilitation. Complete with worksheets on CD-ROM that can be customized to fit your personal needs, it's a complete facilitation workshop in a take-home format. *Facilitating with Ease!* shows you how to run productive meetings with skill and authority and includes the information needed to train others in your organization to become confident facilitators as well. The book is filled with dozens of exercises, surveys, and checklists that can be used to transform anyone into an effective facilitator.

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### Editorial Review

#### Review

"Facilitating with Ease! is a gold mine of tools, tips, and wisdom, useful for both novices and experts. In a world where everyone must facilitate or fall behind, this guide will help you stay ahead!" —Jim Gannon, senior vice president of human resources development, Royal Bank Financial Group

"Facilitating with Ease! is a must-have resource. I've been in OD for fifteen years and this is one of my 'go-to' books." —Rob Mullins, senior training consultant, The Boeing Company

"Facilitating with Ease! is so thorough and so well organized, we've made it the centerpiece of our facilitator training program." —Karen H. Wunderlin, president, Wunderlin Consulting

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#### From the Inside Flap

If you need to facilitate productive, effective meetings with skill and authority, then this package is definitely for you. Based on fifteen years of in-the-field experience, it contains the same easy-to-follow instructions, techniques, and hands-on tools the author has used to teach thousands of team leaders, consultants, supervisors, and beginning managers how to facilitate with ease. Complete with worksheets on CD-ROM that can be customized to fit your personal needs, it's a complete facilitation workshop in take-home form.

### Users Review

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#### Eugene Hughes:

Why don't make it to be your habit? Right now, try to ready your time to do the important take action, like looking for your favorite book and reading a e-book. Beside you can solve your short lived problem; you can add your knowledge by the publication entitled *Facilitating with Ease!: Core Skills for Facilitators, Team Leaders and Members, Managers, Consultants, and Trainers*. Try to the actual book *Facilitating with Ease!: Core Skills for Facilitators, Team Leaders and Members, Managers, Consultants, and Trainers* as your friend. It means that it can to get your friend when you feel alone and beside regarding course make you smarter

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**Bernadine Parker:**

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**Darlene Kidd:**

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