



Top 10 Questions You Need to Ask & Answer about Your Facilitation Skills

1. How do you lead, train, coach, facilitate - what are your styles of interaction in each situation? (How do you differentiate between these activities?)

2. What are your strengths and challenges when facilitating groups?

What do you do exceptionally well?

What are challenging activities or situations?

From a mechanical or logistical point of view, what are your challenges (i.e., starting and ending on time, handling your nerves, using jujitsu on difficult participants, engaging the group, etc.)?

3. What is your experience and how well do you work with small groups and large groups? What is your ideal size group?

4. What is your communication style? What are your strengths and challenges?

How do you interact with those who are different from you?

How do you interact with those who are similar to you?

5. Who/what types of participant behaviors "trigger" you?

What are your top six methods for handling difficult participants - or your responses(s) to difficult behaviors?



6. How do you like to learn?

How does how you like to learn influence how you like to facilitate?

How do you like information organized - linearly or globally?

How do you prefer/need to receive information - visually, auditorily and/or kinesthetically?

What are your preferred methods of expression (talking, writing, representing graphically, etc.)?

How do you ensure that you meet everyone's needs/preferences?

7. How do you elicit thoughtful responses?

Why, when and how do you ask questions?

How many different ways can you ask questions?

8. Have you honed your nonverbal and verbal probing techniques?

What do you say and do to elicit thoughtful responses?

9. How do you ensure that the facilitation process is working?

What techniques do you use to "read the group" during the session?

10. Have you thought about how you will ascertain the dynamics of the group during the session?