

Course title: Introduction to Facilitating Skills		Course ID: C3531115
Start date: 06/05/2020	End date: 06/05/2020	Day(s)/time(s): Wed 10:00
Number of sessions: 1	Hours per session: 4	Tutor Baylie Hart Clarida
Additional hours:	Online Learning Hours: 0	
Specific funder/partner requirements: This course is being run in partnership with Wessex Community Action. To enrol, please visit their course page at: https://www.wessexcommunityaction.org.uk/courses/		
Awarding body (if any):		Level: Level 1
Title of qualification to be gained:		
Fee: £.00 or Free if you are in receipt of an income related benefit (only SFA funded)		
Accreditation Fee (if applicable):		
Venue: Wessex Community Action, Unit 6, Paxton Business Centre, Whittle Road, Salisbury, Wiltshire, SP2 7YR		
Theme(s): The WEA has four themes it uses for planning its provision. Employability – helping students to get a job or to make progress in their employment Health and Wellbeing – making a positive contribution to their own or others health and wellbeing Community Engagement – encouraging students to be positively involved in their communities Culture – learning about diverse cultures, identities and environments The Theme(s) used in planning your course is/ are: 1. Employability 2.		

Course Aim This short course aims to give participants an introduction to some of the skills and knowledge needed for facilitating.
Course Description Ever wanted to teach or train adults? Need a change of career? Yes - then this could be the course for you. This free short course will give you an introduction in to facilitation skills and knowledge in the lifelong learning sector. It will cover the essential ingredients needed for making an effective facilitator. Participants will have an opportunity to practice the skills they have learnt at the end of the session in a supportive group environment.
Do I need any particular skills or experience?
What will I achieve? By the end of the course I will be able to: 1. Identify own skills relevant to facilitating. 2. Recognise the need for session planning, clear session outcomes and appropriate assessment methods.

3. Identify the role of the facilitator.

What teaching methods will be used and will there be work outside of the class?

- The WEA's digital learning platform, Canvas will be used to provide resources or to support lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. If you want to understand more about our digital learning platform please visit: <http://bit.ly/WEAonline>
- The WEA tutor will use a range of different teaching and learning methods and encourage you and the group to be actively involved in your learning

What kind of feedback can I expect from the tutor?

- You will have opportunities to discuss your progress with your tutor

What else do I need to know? Is there anything I need to bring?

- You will need a personal email address to join the WEA's digital learning platform, Canvas so that you can receive resources, record your progress and achievement and to work with others and share ideas. If you want to understand more about our digital learning platform please visit: <http://bit.ly/WEAonline>
- All materials will be provided

Pre-course work, reading and information sources

- No pre reading or pre course work is required

Possible next steps after this course (including career opportunities if appropriate)

- This course could lead to a range of job opportunities. Follow link to National Careers Service for more details <https://nationalcareersservice.direct.gov.uk/>

Learning with the WEA

WEA courses increasingly make use of the rich variety of educational tools and material available on the internet and from digital devices. The WEA's digital learning platform, Canvas will play an increasing role in all WEA courses to provide resources or support, or to conduct lessons, enable assessment, provide learner feedback and for other activities for individuals away from the course. It is helpful, although not essential if you have access to a computer or smartphone to support your course.

You can read about your entitlements and responsibilities as a WEA student in our leaflet, Student Handbook here <http://www.wea.org.uk/learn-wea/student-support> This includes information on fees, learning support and financial support. As part of your course you accept our Learning Agreement and Privacy Notice. Full details of the Learning Agreement and privacy notice can be found on our website at <http://www.wea.org.uk/policies>. This applies to all courses you take in this academic year.

You can enrol online for some courses <http://www.wea.org.uk/learn-wea/course-search> or contact: WEA Support Services, Suite 10B Joseph's Well, Hanover Way, Leeds, West Yorkshire, LS3 1AB
Tel: 0300 303 3464 Email: courseenquiries@wea.org.uk



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