

# SHINE *Women.*

WORTH. STRENGTH. PURPOSE.

## FACILITATOR INFORMATION

Thank you for your interest in being a facilitator for Shine Women!

The Shine Women program is a personal development and mentoring tool that adopts holistic, strengths-based and experiential approaches to learning. The program utilises interactive group activities and discussion to equip women with the knowledge and skills needed to develop greater self-awareness and personal growth.

### ESSENCE OF FACILITATION

- ✓ To draw out ideas and input from the group
- ✓ To give clear direction and a framework to the sessions
- ✓ Foster a sense of group cohesiveness and collaboration
- ✓ Be aware of the changing atmosphere and dynamics within the group
- ✓ To analyse situations and assess needs
- ✓ To involve self yet remain objective
- ✓ To encourage contributions from all participants
- ✓ Exude a friendly attitude
- ✓ To work in a team environment
- ✓ Diplomatic and non-judgmental
- ✓ Ability to handle conflict and hostility
- ✓ Empathetic and actively listen to participants and team members
- ✓ Have genuine connections and interactions with participants and team members

### KEY CHARACTERISTICS OF GOOD FACILITATION

- ✓ Empathy
- ✓ Listening skills
- ✓ Confidence
- ✓ Acknowledge and accept the contribution of others
- ✓ Prepare and know the session content
- ✓ Achieve set outcomes and assess if possible
- ✓ Maintain a level of control so the outcome of the session is achieved
- ✓ Create an environment that is harmonious
- ✓ Meet the needs of both the facilitator and participant throughout each session
- ✓ Create a safe environment that upholds confidentiality and mutual respect

**Commitment:** The programs consist of 6-9 interactive sessions. If you have current life circumstances that may impact on your ability to commit to the entire duration of the curriculum, please speak with the CityCare Team.

**Mental Health:** Given that the content of the courses involves discussion of psychological well-being, it is important for us to know about any mental health concerns or challenges to help ensure well-being for facilitators and participants throughout the process. Please speak with the CityCare Team if you are currently facing any mental health concerns or challenges as the content discussed in Shine & Strength curriculums may be triggering for some people.