

Essential Skills of a Learning Circle Facilitator



Here are some important skills Learning Circle facilitators should practice:

- o **Encourage** the involvement of all participants in the discussion.
- o Allow for natural breaks in the discussion while still maintaining the **momentum** of the group.
- o Recognize both **verbal and non-verbal communication** as indicators of how participants are feeling and their level of engagement in the discussion.
- o The use of **listening** followed by **reflection** when paraphrasing a message and its intent. In your communication with the group you may find it helpful to:
 - o **Restate** ideas to ensure they are clear and accurate to keep the discussion moving forward.

Example: “If I understand you correctly, you’re saying...does that sound right?”
 - o **Reframe** an issue or problem by changing the wording to facilitate consensus or to allow the group to see the problem from a fresh perspective.
 - Change value-laden words into more neutral ones.
 - Link the discussion into larger goals the group is working towards.
 - Restate a problem in workable terms.
- o **Summarize** the main themes that emerge from the group to achieve a shared understanding.

Example: “The main topics I have heard discussed so far are...”

