

Planning & Facilitating Collaborative Meetings

Held on September 26 & 27, 2017 | 8:30 am-4:30 pm

Florence Grey Center, Newport, RI

14 AICP credits offered

This course taught attendees how to conduct meetings, both big and small, that reach specific goals—and provided the tools and techniques needed to handle disruptive behaviors. After completing this course, participants were able to:

- Determine if a collaborative process is appropriate
- Select people with the skill sets needed to fill each meeting role
- Learn and practice facilitation skills
- Use appropriate process tools and techniques to address the meeting objectives
- Manage conflict in meetings by understanding group dynamics
- Identify disruptive behaviors in group processes and practice strategies to deal with them

Target Audiences: natural resource managers (federal, state, local), municipal staff, officials, and volunteers, NGO staff and other interested parties

Previous attendees had great things to say about the course:

“I’ve already put these skills to use!”

“My monthly meetings are now faster, and I’m getting better results”

“This training has REALLY proven helpful in all aspects of what I do”

“This course helped me feel confident enough to handle a disruption”

Thanks to NOAA funding, this course was offered free of charge.

Questions? Please contact Jennifer West at jennifer@nbnerr.org or 401-222-4700, x 7413.

This course was taught by national trainers from NOAA’s Office for Coastal Management and was sponsored by NBNERR, the Women’s Resource Center, and the Newport Health Equity Zone.