



Facilitator's Toolkit

Maggie Havergal, John Edmonstone

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Maggie Havergal and John Edmonstone's Facilitator's Toolkit provides your organization with a resource on which every manager can draw. The authors explain the basic skills of facilitation, how and when to use them (and not to use them). The main part of the manual then offers a Toolkit of almost 100 tools for facilitation; tools for organizing groups; tools for strategic thinking; tools for problem solving; diagnostic tools; tools for managing people, including other facilitators; tools for decision making; tools for planning; tools for managing conflict and dealing with problems, situations or people.

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