

EAFM for Leaders, Executives and Decision Makers (LEAD)



D3: Qualifications

Criteria for EAFM LEAD facilitation

PURPOSE

To provide a concise list of criteria that can be used to assess the quality of any EAFM facilitations.

HOW TO USE THIS DOCUMENT

These criteria can help LEAD facilitators as they facilitate EAFM LEAD meetings and consultations, and can be used when giving feedback.

CRITERIA

The criteria are grouped into three main topics:

1) Content

- Knowledgeable of the EAFM subject
- Resourceful of relevant EAFM-related topics
- Conversant with LEAD Toolkit
- Able to deliver clear messages, (targeting objectives??)

2) Quality of facilitation/communication skills

- Able to interact appropriately with the audience/in the setting (culturally and socially), and understand the audience or partners
- Well-prepared and organized, (and understanding the communicating objectives?)
- Articulate and communicate clearly
- Present oneself confidently and professionally
- Express oneself fluently and spontaneously, including when answering questions or addressing an issue
- Able to validate and weave audience's issues into the main messages

- Persuasive
- Have good listening skills and engage with the audience
- Conscious of time constraints

3) Possible impact on further actions by audience

- Establish good will
- Able to awaken interest and influence future engagement/actions on EAFM
- Able to direct audience to EAFM resources