



Facilitation and Meeting Management

The Consulting Team

Facilitating Positive Change

The Consulting Team's Mission: Facilitating positive change by increasing effectiveness of leaders, teams, and organizations through consulting, coaching, conflict mediation, and training.
Dr. Marilyn Manning, CEO

Meetings, Bloody Meetings! Was the last meeting you held the best use of everyone's time? Would the attendees rate it outstanding? How about the next one?

This workshop is designed to help you enhance the effectiveness and productivity of your meetings by sharpening your facilitations skills. Learn how to handle many common challenges and difficult group dynamics.

Participants will learn to:

- Assess needs, goals, and exceptions
- Keep meetings focused with deliverables
- Work well with diversity
- Clarify roles and responsibilities
- Assure accountability
- Establish behavioral guidelines and protocol
- Use conflict and feedback constructively
- Create group commitment and alignment

"During the time I have known Marilyn, she has distinguished herself as a conscientious and energetic trainer, facilitator, and coach. I have enormous respect for her teaching and leadership skills and have been pleased to work with her on many occasions."

- Kathy Omaye-Sosnow, VP of Human Resources, Prysm

Partial Client List

Over 100 California Cities,
Special Districts, and Public
Agencies
Arthur J. Gallagher Insurance
California State University
System
California Water Service
Contra Costa County
Kaiser Permanente
Meyer Sound
Minami Tamaki, LLP
Attorneys
National Speakers Association
Pacific Cheese Company
Police Officers Standardized
Training (POST)
San Mateo County Sheriff
State Compensation Insurance
Fund
Stanford University
State of California
Social Security Administration
Synthetic Genomics

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