



Pathways to Success: Facilitation

Corporations and organizations achieve their biggest successes when people work together as a team. Defining, planning for, and achieving common goals are attributes of all successful organizations.

Brillig Systems consultants have been instrumental in empowering teams in many different situations and environments. We believe in the power of teams, but we have found that in many cases a facilitator is required to help the team define common goals and to catalyze success.

Our approach to harnessing the power of teams leverages Brillig's expertise in managing successful projects throughout industry. We supply facilitators, skilled in group dynamics, to develop effective processes that allow teams to be successful. We utilize team meetings where people can . . .

- Share information
- Learn from colleagues
- Generate consensus
- Prioritize and make decisions
- Plan work
- Solve problems

Our process involves pre-planning, conducting meetings, and follow-up after the meetings. Pre-planning includes working with the organization's management to define why the meeting is being held, who is to be invited, when the meeting will be held, where the meeting will be held, and an analysis of the current situation or special conditions. A meeting agenda is always prepared and distributed in advance of the meeting.

Ground rules are defined at the beginning of each meeting to set the stage for success. During a meeting, a charter is often developed as a first-step to developing common team goals. Brillig's standard charter includes: mission statement, background, objectives, key deliverables, benefits, stakeholders, timing, and dependencies. Our detailed understanding of technology means that we can help focus meetings and keep the meeting on track by ensuring that there is a proper distribution of effort between content and process. A scribe is provided to capture brainstorming ideas, priorities (K-T), decisions, and plans. The facilitator makes sure that everyone hears, sees, and understands the ideas being discussed at the meeting.

The results of the meeting together with action items and implementation plan are distributed after the meeting together with an evaluation form that is used to provide improvement for future exercises.

Harness the experience of the Brillig professionals to create high-performing teams in your organization.