

Signal Role Change

Facilitator Moves

PROCESS

- When you are facilitating a meeting and you want to contribute content, ask, “May I add something?” The group usually will concur.
- Move off to the side of the group. From this space, make a contribution in a credible voice.
- Without speaking, return to the facilitation space. In an approachable voice say, “Okay, let’s move on” or “How does that add to your thinking?”

ALTERNATIVES

- Instead of moving off to the side of the group, ask a participant to stand in your place while you occupy that seat and make your contribution.
- If you are seated, signal the change by broad changes in posture: leaning back, removing your glasses, briefly standing.

cont.

