



ADVANCED TRAINING & FACILITATION BOOTCAMP

with an intercultural focus

5th Edition

Nov 6th-8th & Nov 27th-29th 2019

Barcelona





TRAINING & FACILITATION BOOTCAMP BARCELONA 5th ADVANCED EDITION

5 days of intercultural training & facilitation experience for professionals



What: 5 days of experiencing intercultural training & facilitation tools, methods and dynamics. 4 experienced hosts with focus on group dynamics & conflicts, intercultural communication, innovative training & facilitation methods (including visual facilitation) & gamification.

Who: Participants are trainers and facilitators with professional experience. Required is at least a basic train the trainer degree or practical experience in the areas of facilitation, training or group moderation.

Why: Improve your training/facilitation style by getting feedback and updating your knowledge and skills. Exchange experiences, tips and tricks with colleagues and get new inspiration and ideas!

How: Plan, execute, reflect, improve <repeat>

When: 2 x 2,5 days from Nov 6th-8th and Nov 27th-29th 2019

Where: Barcelona, city centre (Rambla Catalunya 15)

How much: 1.600€ (Full price) / 1.300€ (early-bird till Sept 30th/reduced rate)

Contact: sr@indialogo.es

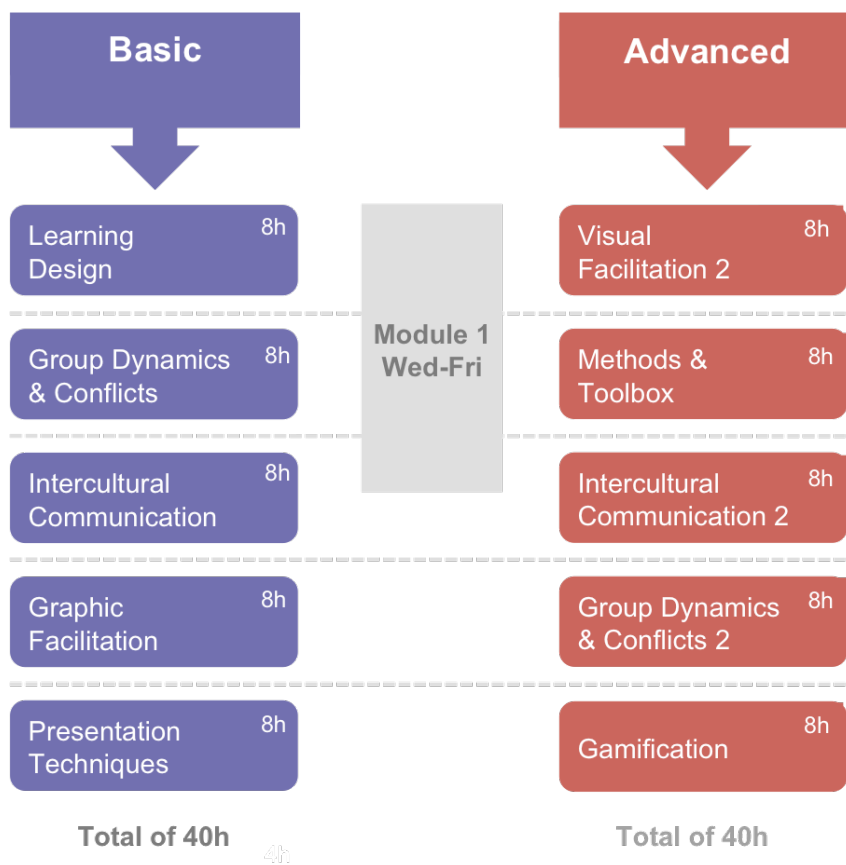


5th TRAINER AND FACILITATOR BOOTCAMP

For the fifth time, the Indiálogo Institute with seat in Barcelona is offering a training program for future (intercultural) trainers and facilitators. For the second time, we will offer this training camp in English and compressed into two 3-day-modules to allow for increased international participation. In 2019 we are organising two bootcamps:

Basic → The **Basics Bootcamp (April/May 2019)** is for people who would like to qualify and work as trainers or facilitators or who need to assume that role as a part of their job but don't have a lot of experience yet.

Advanced → The **Advanced Bootcamp (Nov 2019)** is for trainers and facilitators with a certain professional experience that would like to update their knowledge/skills, exchange experiences, tips and tricks with colleagues and get new inspiration and ideas.



Including
1h of personal coaching
Guided learning process



THE BOOTCAMP WAY

The Training & Facilitation Bootcamp is a constantly evolving training concept for trainers & facilitators that we have been developing since the first edition in 2015. What started out as a linear "Training of Trainers" has turned into a circular learning loop Bootcamp. It is a unique event and no edition has been like the previous one. Feedback from previous participants as well as our own reflection and insight have lead to the current 2019 format:

Participants are trainers & facilitators with at least some professional experience that come from different fields, such as intercultural and/or communications training or facilitators in corporate workshops, change or organizational development processes. They get together in a small group (6-10 participants) for 5 intensive days to share, discuss and learn from each other as well as the hosting trainers.



The advanced bootcamp will focus on four thematic blocks, hosted by 4 different trainers, specialized on that topic, that all feed into each other.

As a participant, you will facilitate exercises and/or sequences from your own training or workshop designs and get feedback from the other bootcampers as well as the hosting trainers. This experience will be reflected under the current focus point of the session (group dynamics,

methods, visuals or intercultural communication). Based on challenges that you're facing in your professional activity, we will jointly develop customized solutions for you to take home.

The hosting trainers will add stories and tips from their own professional experience to enrich the process and take it a step further. Step by step your facilitation practices will get longer and more complex, leading up to a final training and facilitation showdown.

The last hours of each day will always be dedicated to condensing your own learning experience and applying it to your professional practice. Trainers will share their experience and insights into the training & facilitation market.



Certification Workshop of the 1st Edition, April 2015 @ Betahaus BCN

DEVELOP YOUR COMPETENCES!

During the bootcamps, you will be developing the following competences:

- ▣▣▣ **Personal competence:** Develop your own training / facilitation style: give your workshops / trainings a characteristic personal touch and maximize participation using visual facilitation and other innovative methodologies.
- ▣▣▣ **Relational competence:** Establish authentic contact with your participants, guide group dynamic processes and discussions/conflicts in a constructive way to create a positive and cooperative working atmosphere.
- ▣▣▣ **Action competence:** Analyze organisations and culture, assess the needs of your clients and develop your own workshop and training designs, from needs detection to delivery of results and evaluation.
- ▣▣▣ **Intercultural competence:** Widen your intercultural horizon and develop intercultural competences in handling cultural differences and conflicts. This will not only enable you to handle cultural diversity in your trainings / workshops but also lead in the direction of offering intercultural trainings / workshops yourself.
- ▣▣▣ **Methodological competence:** Fill and update your toolbox of training & facilitation methods and learn how to adapt them to the specific situation, objectives and participants' profiles that you're working with.



Focus 1 - Group Dynamics & Conflicts

HOW TO LEAD AND MODERATE GROUP PROCESSES

Do you want to learn how to ...?

- ▢ *successfully lead group processes?*
- ▢ *win a group's trust in relatively little time?*
- ▢ *motivate a group to assume responsibility and increase participation?*
- ▢ *detect tensions and conflicts on time and learn how to handle?-*
- ▢ *manage conflictive people within a group?*
- ▢ *harness the energy of conflicts to energize the process instead of draining it?*



The first sessions focus on dynamics that working with groups or teams comes with. As experienced trainer/facilitator you will come with your concrete questions and doubts and we will work on practical examples of how to lead and handle group dynamics. We will practice and analyze to finally **understand group dynamics** and how to influence and guide it without manipulation. In the second session the main focus will be on **managing differences and conflicts** that might (and will) arise when facilitating or training in group settings.

The objective is to improve your knowledge and skills in how to handle group dynamics in your role as trainer or facilitator. You will learn about **different models and tools** that allow your trainings/workshops to become more efficient, dynamic and powerful. Self-reflection about your own behavioural patterns and personality is an important aspect when entering group dynamics and conflicts as well. All the examples and dynamics are tailored to experienced trainers and facilitators. You will receive theoretical material in advance, the sessions themselves will be practical and hands-on.

Specifically, you will learn how to:

- ▢ improve your observation skills and differentiate between self and others' perception
- ▢ give and receive critical-constructive feedback
- ▢ assume the leadership role in group processes without reverting to authority
- ▢ manage dynamic situations, critics and conflicts in group settings in a constructive way
- ▢ improve your empathy and handling of social relationships and conflicts
- ▢ handle discussions between participants that are getting out of hand
- ▢ facilitate group dynamic exercises



Focus 2 - Methods & Gamification

HOW TO UPDATE YOUR TOOLBOX

¿Do you want to learn how to ...?

- ▣ *know and experiment with new methodologies for your workshops & trainings?*
- ▣ *learn how to adapt methods to your objectives & target group?*
- ▣ *encourage participants to leave their comfort zone?*
- ▣ *use the benefits of gamification in your workshops & trainings?*
- ▣ *design playful learning experiences?*
- ▣ *energize participants?*



The second focus point of the bootcamp lies on **training and facilitation methods, the HOW in your training designs**. You will explore new and little known methods for individual, small and large group settings, covering everything from opening, breaking the ice, exploring expectations, setting objectives, introducing and developing content, generating and debriefing learning experiences, reflecting, knowledge transfer and closure.

You will not only learn about new methodologies but also have the opportunity to actively try out and explore the effect and mechanisms of game- and experience based learning first hand. We will have a closer look at the concepts of game, gamification and serious game and what differentiates them from each other. We look into different “game elements” that turn something serious into a game or a game into something serious. And of course we explore the psychological concepts of games on experience and motivation.

This focus point offers you a wide range of different **tools, methodologies and exercises** that will enable you to design your own trainings or workshops in an even more dynamic and interactive way.

Specifically, you'll learn how to:

- ▣ *incorporate new methods into your workshop & training designs*
- ▣ *adapt new methods to your objectives & target group*
- ▣ *encourage participants to leave their comfort zone*
- ▣ *use the benefits of gamification in your workshops & trainings*
- ▣ *design playful learning experiences*
- ▣ *energize participants*

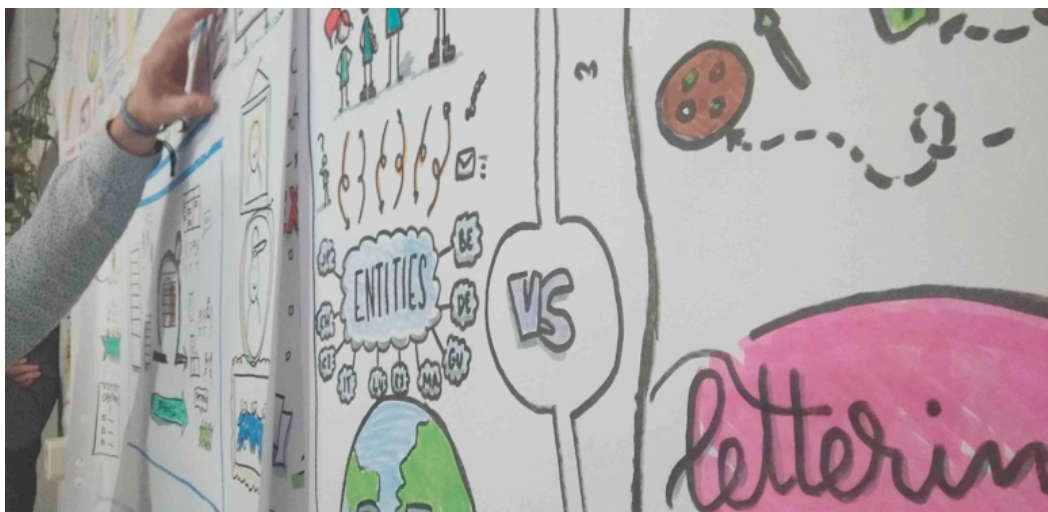


Focus 3 - Visual Facilitation

HOW TO USE VISUALS TO FACILITATE LEARNING

¿Do you want to learn how to ...

- ➡ *add visual facilitation to your training/facilitation toolbox?*
- ➡ *encourage participants & clients to work visually?*
- ➡ *use visual methods to broaden understanding and enhance participation in your training or facilitation sessions?*
- ➡ *apply metaphors to visualize your contents?*
- ➡ *know what to draw depending on the question you want to ask?*
- ➡ *enable people with different learning and communication styles to connect with each other?*



The third focus point lies on visual facilitation, an essential methodology that trainers and facilitators apply in many ways and with different goals. We will work with your specific topics and challenges and use practical examples to learn how we can visually facilitate various situations and what value this will add. We will talk about the importance of focusing on the questions we want to ask and defining the goal we pursue while developing visual tools for our participants & clients.

The goal of this focus point is to make you feel confident to add visual facilitation to your trainings and workshops. You will learn how to prepare your own templates and activities and how to convert stuck situations by spontaneously adding the use of markers and paper/whiteboard. Working visually with people creates participation, wakes our innate creativity and helps us to be authentic while connecting with each other on deeper levels.

Through a lot of practice and a little theory you will learn how to:

- ➡ *use existing visual templates and create your own*
- ➡ *create and apply visual metaphors in your trainings/facilitation sessions*
- ➡ *make use of markers without tons of preparation*
- ➡ *encourage participants to work visually, even without any drawing skills*
- ➡ *create a participatory and creative environment in your sessions*
- ➡ *benefit from the advantages of visual facilitation*



Focus 4 - Intercultural communication

HOW TO GET THE MOST OUT OF CULTURAL DIVERSITY

Do you want to learn how to ...

- ➡ *prepare yourself when working with a culturally diverse group?*
- ➡ *understand what's different about intercultural communication?*
- ➡ *facilitate an intercultural training or workshop?*
- ➡ *harness the power of cultural diversity in training?*
- ➡ *understand how your own cultural roots are influencing you?*



The fourth focus point lies on dealing with cultural diversity. Every day, people work more and more across countries and cultures, which means that also as a trainer or facilitator you will find **more and more cultural diverse groups** in your workshops or trainings. Cultural diversity can be a great motor and enrichment but also the source of misunderstandings and conflict. So how to deal with it?

The objective of this focus point is **to improve your intercultural competences** in general and give you tools to facilitate / train in an intercultural context. Without limiting us to simple Dos and Don'ts we will analyze different ways of thinking, feeling and acting. This also includes reflecting on your own values and behavioural patterns.

These sessions offer you a wide selection of tools, exercises and methods to work with cultural diversity.

Specifically, you will learn how to:

- ➡ understand and manage intercultural miss-communication
- ➡ integrate intercultural exercises and dynamics into your trainings and workshops in order to make the most out of cultural diversity
- ➡ include new tendencies: balancing the (partly outdated) concept of intercultural communication with a more complex transcultural approach
- ➡ deepen the understanding of your own cultural heritage and corresponding filters
- ➡ improve your transcultural competence



TRAINERS

Susanne Rieger

Sociologist, certified coach, supervisor and trainer.



Susanne is a graduate Executive and Personal Coach, Supervisor and Intercultural Trainer of German nationality with more than twenty years of experience in Spain, Italy, Belgium and Germany.

As the director of the training institute Indiálogo, she works as a trainer and coach for executives and teams specialised in leadership, team building, communication and intercultural diversity. She always works with the perspective of finding practical and clear solutions for her clients, be it individuals or teams.

Her clients are executives, managers and teams of multinational Companies, public administrations, NGOs and Universities. She is cofounder of the German version of Biopolis, a creative table game. Her passion is to combine creativity, self-reflection and group dynamic in a way that participants can grow up themselves.

Ulrich Schubert

Psychologist, certified business coach and management trainer.



Ulrich has been training trainers and other professionals in Spain, Austria and internationally for more than 10 years. He enjoys accompanying them in their professional and personal growth and works for multinationals (e.g. Siemens, XEROX, Stepstone) as well as for NGOs and public organisations (e.g. Médecins Sans Frontières, WAFF, Austrian Chamber of Labour) in Vienna, Barcelona & beyond.

He is cofounder of _coworkshops, an interdisciplinary initiative centred on changing the paradigms of facilitation, mentoring and training, which employs group dynamics, co-creation and visual prototyping.

Additionally he is a lecturer at Spanish (ELISAVA and EUHT Sant Pol) and Austrian Universities (FH-Wien).

Cornelia Brezing

Psychologist, certified business coach and illustrator.



Cornelia is a psychologist, coach and expert in the field of visual thinking. With her coaching and business clients she works by applying visual tools to achieve their goals of growth, change and innovation.

She teaches graphic facilitation, visual thinking and sketch notes in workshops, universities and in-company trainings and runs the meetup for sketch notes and visual thinking in Barcelona. She is part of _coworkshops and Aula Complementa, two interdisciplinary projects for facilitation, training and coaching in Barcelona.

Her clients are entrepreneurs and freelancers who want to redefine their goals, or struggle with their intrinsic motivation and time management, as well as medium and large businesses looking for innovation and change management.



Anna Fuchs

Psychologist, specialized in communication and leadership training and consulting.



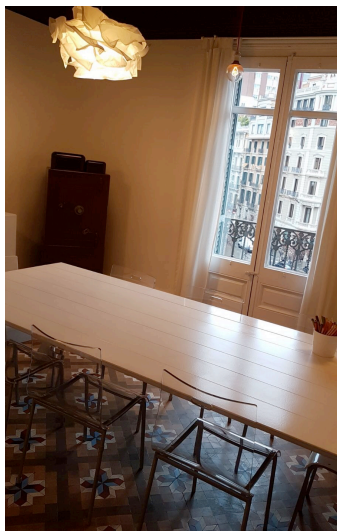
Anna is passionate about improving contact between people and cultures. Amongst her key activities are communication and leadership trainings as well as programs for raising intercultural awareness and developing intercultural competence for multinationals (Volkswagen, Engel & Völkers) public institutions (Col.legi Oficial de Treball Social de Catalunya, Verbandsgemeinde Daun) and Universities (München, Hamburg). Additionally, Anna delivers relocation-training programs for expatriates and their families.

Anna is the coordinator for the Schulz von Thun Institute for Communication in Spain and a former board member of SIETAR Spain (Society for Intercultural Education, Training and Research), as well as lecturer at the EAE Business School Barcelona and the Institute of Communication & Leadership in Lucerne, Switzerland. She holds certificates in communicational psychology, resource-orientated networking, group leading (TCI) and conflict moderation.



LOCATION & TIMETABLE

The Bootcamp will take place at a very beautiful and authentic location in the very centre of Barcelona. Rambla Catalunya 15. It is located 1 min walking distance from of Pl. Catalunya and easily reachable by metro and other public transport. There are plenty of restaurants, bars and shops in the area.



Timetable Module 1 (Nov 6th-8th)

Wed 6th, 14-18h	Intercultural Communication (Anna Fuchs)
Thu 7th, 9-13h	Visual Facilitation (Cornelia Brezing)
Thu 7th, 14-18h	Visual Facilitation (Cornelia Brezing)
Fri 8th, 9-13h	Training & Facilitation Methods (Ulrich Schubert)
Fri 8th, 14-18h	Training & Facilitation Methods (Ulrich Schubert)

Timetable Module 2 (Nov 27th-29th)

Wed 27th, 14-18h	Group Dynamics (Susanne Rieger)
Thu 23rd, 9-13h	Gamification (Ulrich Schubert)
Thu 23rd, 14-18h	Conflicts (Susanne Rieger)
Fri 24th, 9-13h	Intercultural Communication (Anna Fuchs)
Fri 24th, 14-18h	Closure (Anna Fuchs & Susanne Rieger)

As the bootcamps last from Wednesday to Friday we'd strongly recommend you to stay a bit longer and enjoy a weekend in the wonderful city of Barcelona! If you need advice on where to stay, just let us know!



PRICES

Package	Price
Standard Price	1.600€
Reduced Price*	1.300€

** We want our Bootcamps to be accessible for everybody, so we offer reduced prices for people in the following conditions: unemployed, student, maternity leave or self-employed in their first year. If you think that you qualify for one of our scholarships, please get in touch!*

To sign up for the course, please fill out the inscription form on the next page and effect a 20% down-payment (320€ / 260€*), which will guarantee your place. The rest of the fee is due 15 days before the start of the course (October 21st).

More
questions?
Get in
touch!

Susanne Rieger
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sr@indialogo.es



INSCRIPTION FORM

Name/ Last Name

Address

ID Number

Profession

Motivation

e-mail

IMPORTANT:

A part from filling out the inscription form, please remember to also bank transfer the down payment of 20% to the following bank account:

IBAN	ES 29 2100 3315 21 2200146259
BIC:	CAIXESBBXXX
Holder:	Indiálogo / Susanne Rieger
Concept:	Bootcamp_2019_Name_Lastname

If you did not agree any different terms, the rest of course fee will have to be paid before the start of the course.

Please send you inscription as soon as possible as there are only 10 places available!