



Internship: Implementation of Building Virtual Facilitation Skills Workshop

Annie Stupik Oviedo, Department of Wildlife, Fisheries, and Conservation Biology, NRT Trainee in Conservation Science, University of Maine

Kristen Grant, Maine Sea Grant, University of Maine Cooperative Extension



BACKGROUND

"That meeting was a waste of my time..."

Meetings, a central part of most jobs, provide space for collaborative learning, team development, and problem solving. However, poorly run meetings can result in a lack of outcome and feelings of frustration among team members. Effective meeting facilitation is key in maximizing team development and meeting productivity.



Facilitation workshop

The University of Maine Cooperative Extension, in partnership with Maine Sea Grant, offers a training workshop for community non-profit and conservation groups on strengthening facilitation skills (Haskell, Cyr, and McPhail 2007).

INTERNSHIP OBJECTIVES

In assisting my partner, Kristen Grant (Maine Sea Grant Extension Associate), with the virtual facilitation workshop, I hoped to learn how to:

- Facilitate a meeting effectively
- Create a participatory environment
- Implement a workshop
- Keep participants engaged in a virtual setting

Session 1 Agenda

- Group assessment
- Working agreements
- Facilitation in a virtual context, including participant engagement tools

Session 2 Agenda

- Practice virtual facilitation
- Recognize stages of group development
- Identify hindering behaviors and strategies to address them

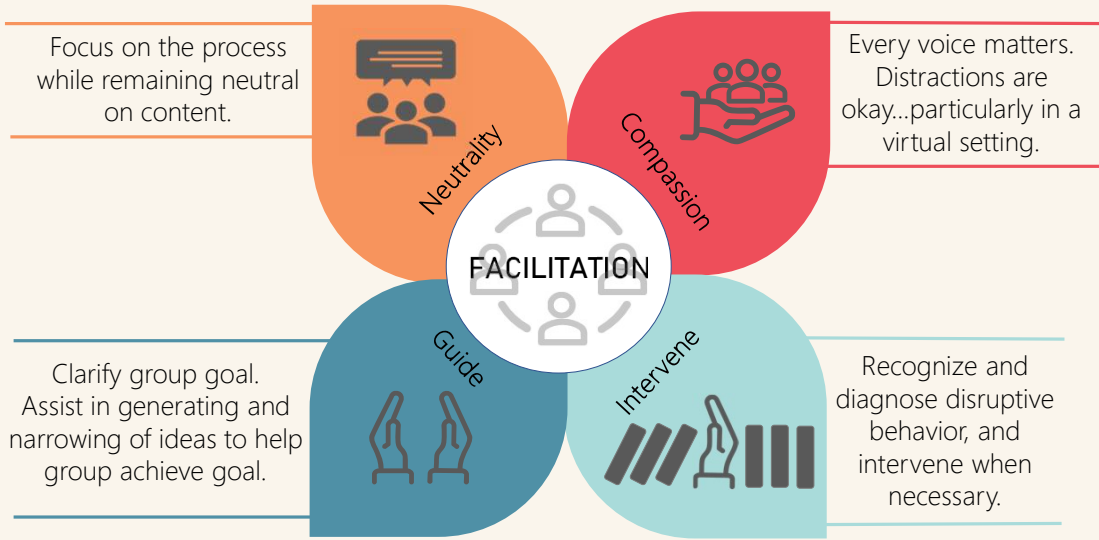
Session 3 and 4 Agenda

- Generating ideas & Narrowing ideas with groups
- Helpful & hindering behaviors continued

Closing Session Agenda

- Testing assumptions
- Clarifying Circle
- Value of recognition and celebration in group work

Choose 1 image that represents what you've gained from this group



REFLECTION

In this internship, I learned the central concepts of meeting facilitation, how to run a workshop, and how to work on a team in a virtual context.

The skills I learned will be useful in my future career, as stakeholder interaction and cross-agency relationships are critical parts of a career in conservation.

Funding Acknowledgement

This material is based upon work supported by the National Science Foundation under Grant No. 1828466.