

ICA
Certified
ToP
Facilitator
CTF



ToP

Technology of Participation(ToP)[®]

Who is ICA?

- **The Institute of Cultural Affairs (ICA)** is a global community of non-profit organisations *advancing human development worldwide*. ICA is about empowering an authentic and sustainable transformation of individuals, communities and organizations, *through methods and values*.
- The global network of **ICA International** includes *over 40 national organizations* sharing peer-to-peer support and collaboration.

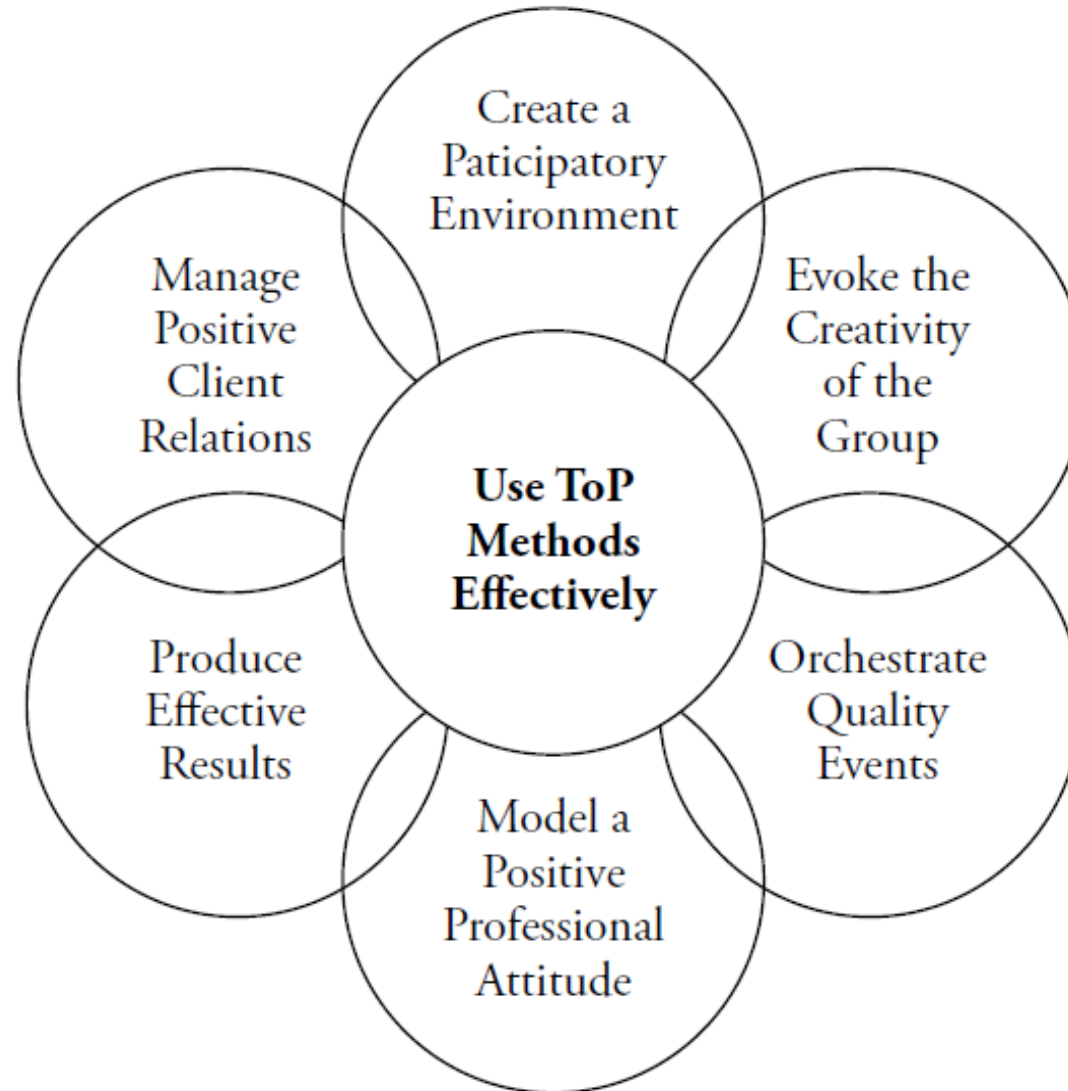


What is ToP Facilitation?

- ICA has *developed a facilitation approach over the past 50 years* that has been effective in situations as diverse as villages and board rooms around the world.
- It is known as the **Technology of Participation (ToP)[®]**
- *Regularly scheduled public ToP training courses* are offered in countries including Australia, Canada, Taiwan, UK, Ukraine & USA. Other ICAs also offer public courses, and in-house courses on request.

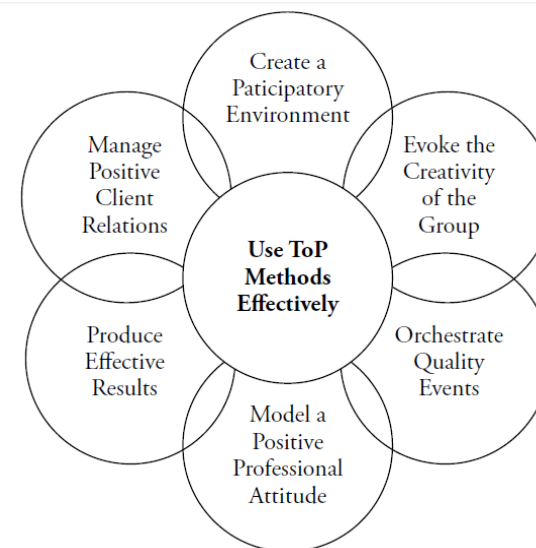


The CTF Competencies



The CTF Competencies

- Same original base of information as the IAF competencies: over *300 facilitated workshops answering the questions: What are the competencies of a great facilitator?*
- *Same competencies as IAF with one addition: the ToP methodologies*
 - Focused Conversation
 - Consensus Workshop
 - Action Planning
 - Strategic Planning
 - Historical Scan (“Wall of Wonder”)
- *CPF started in 1999. CTF in 2004.*



Obtaining a CTF

- ToP Certification events are held in various countries, primarily *Canada, Taiwan, USA, and the Ukraine*. Events are based on applicants readiness.
- Candidates will have take a number of *ToP courses*.
- Candidates have a *Mentor*
- They are *observed* in real situations
- Mentor(s) submit observations and give *feedback*
- Five *clients are surveyed* about their experience and observations

A Portfolio Process



- Candidates submit an *electronic portfolio*.
- A Portfolio has significant requirements (with small variations among regions)
 - *Designs, Outcomes (Products), & Reflection* Sheets for Each Submitted Method
 - 3 submissions each for FC, CW, AP
 - 1 Strategic Plan
 - 1 Historical Scan
 - 1 large project (may be same as Strategic Plan)
 - *Assessment includes Portfolio review and a 2-hour interview* – with two Assessors (without conflict of interest)
 - Alternatively, *some evidence can be presented by video*, if the person cannot be observed locally. *Some interviews* are conducted virtually (*via Skype*, for instance).

Costs

- *In Canada*, CTFs generally take the Advanced Facilitator Program – with 21 days of course study, plus mentoring. Could cost **\$1200** plus expenses, but is included in AFP (which costs about \$8200)
- In *Taiwan*, the cost is **\$1500**.
- In the *USA*, the cost is **\$1200**

Quoted costs are in US dollars.



The Journey



Questions?

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