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

- Create a Participatory Environment
- Evoke the Creativity of the Group
- Use ToP Methods Effectively
- Orchestrate Quality Events
- Model a Positive Professional Attitude
- Produce Effective Results
- Manage Positive Client Relations
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?