
CTF certification BIG developmental Journey

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Certified TOP Facilitator (CTF),

ToP Qualified Trainer

Scrum Master

Institute of Cultural Affairs

Independent and autonomous organization
advancing human development worldwide. The network comprises member
organisations and related groups in over 40 countries worldwide.



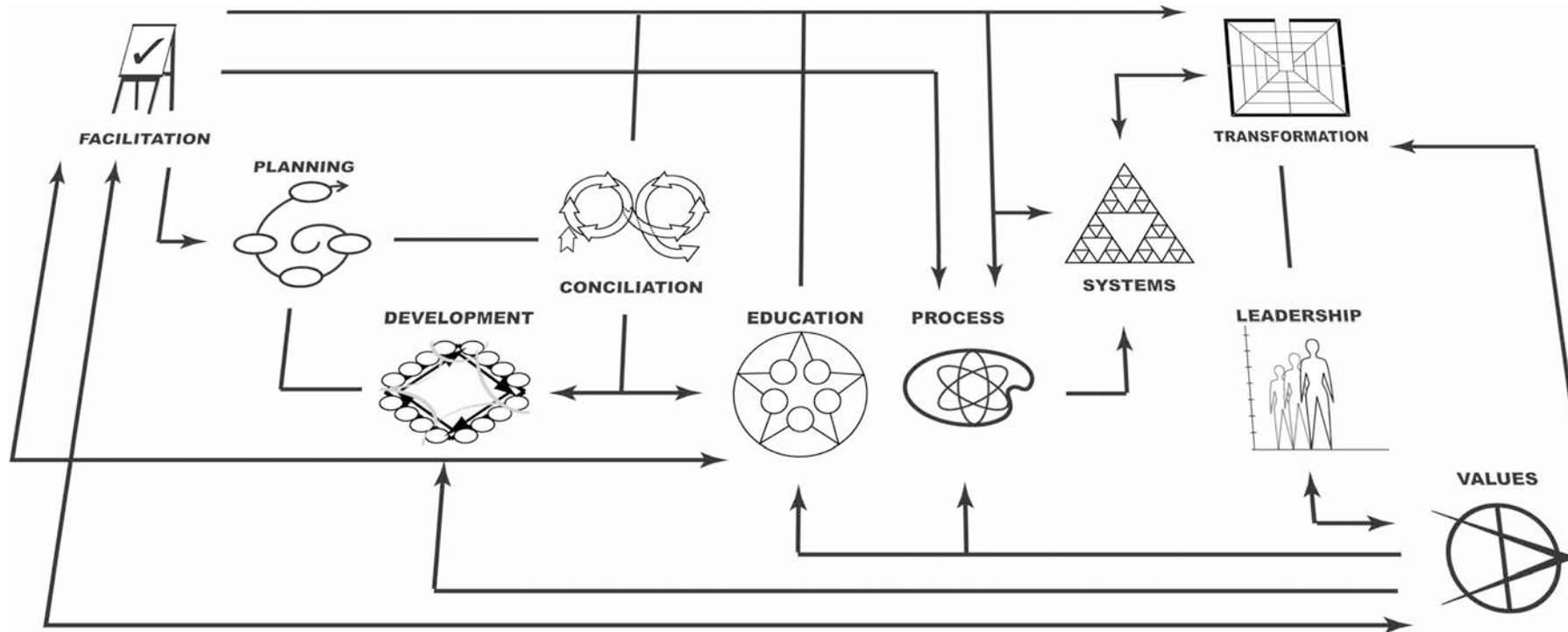
ICA Ukraine

- More than 500 facilitators (GFM + PSP)
- 40+ projects (exchange programs, PEACE Summit, community development, youth projects etc..)

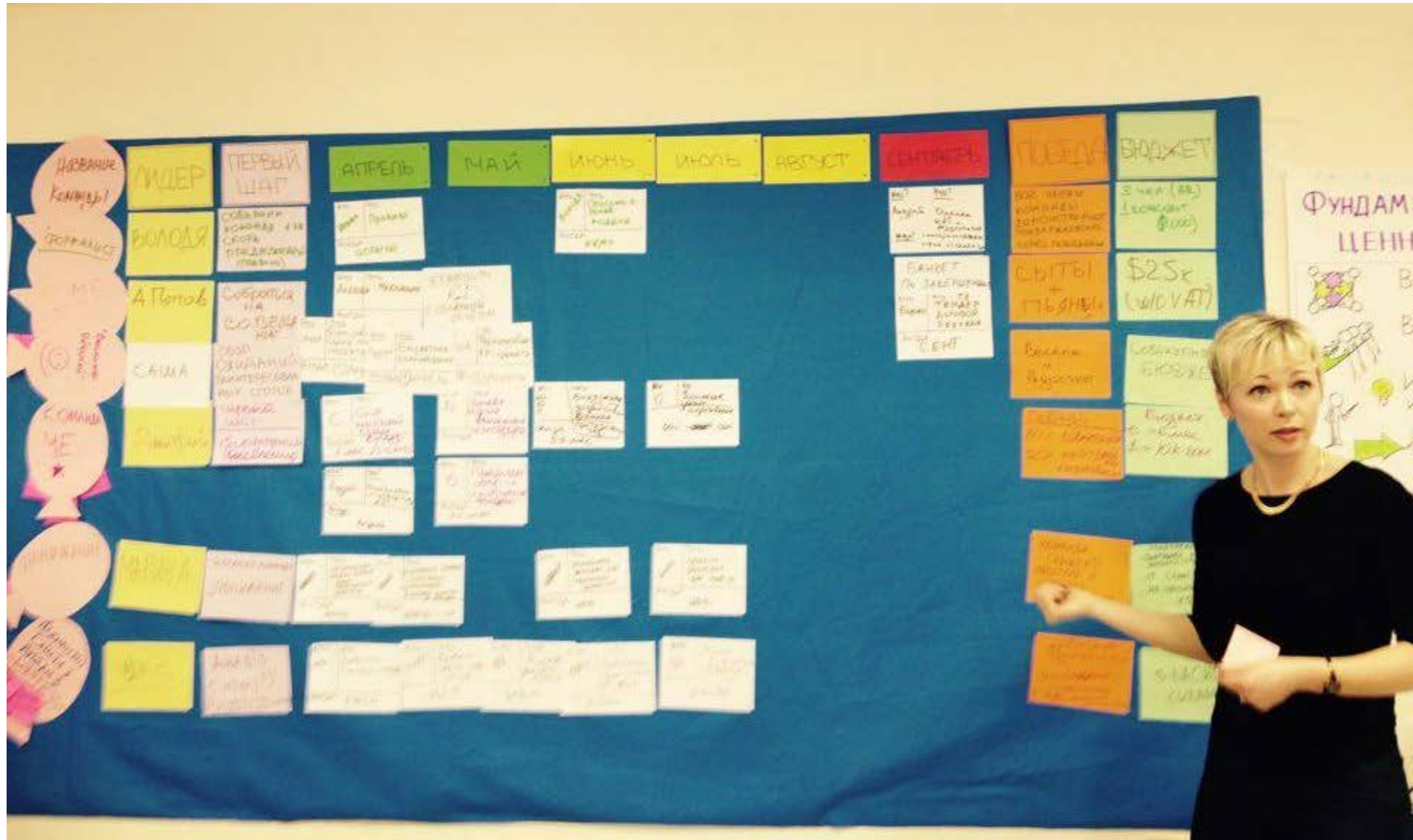


Technology of Participation (ToP™)

The Technology of Participation is a constellation of life understandings and methods that value inclusive participation and profound respect in a wide variety of settings and applications.



Irina Fursman



Bill Staples

IAF Certified Professional Facilitator
IAF Hall of Fame 2014
Publishing Editor of IAF Group Facilitation Journal
ICA Certified ToP Facilitator
Technology of Participation Trainer
Principal Owner, ICA Associates Inc. Canada
Director, ICA Canada
Trustee, ICA International



Assessors



5 methods

- Focused Conversation Method
- Consensus Workshop Method
- Action planning / implementation plan
- Historical Scan / Wall of Wonder process
- Strategic Planning process

ICA ToP FACILITATOR COMPETENCIES

1 MANAGE POSITIVE CLIENT RELATIONSHIPS

- Understand client needs
- Create appropriate designs
- Communicate client needs
- Manage projects effectively

2 CREATE A PARTICIPATORY ENVIRONMENT

- Communicate effectively
- Create a positive atmosphere
- Resolve group conflicts
- Implement plans effectively

3 CALL FORTH THE CREATIVITY OF THE GROUP

- Understand learning needs
- Apply appropriate approaches
- Elicit group creativity
- Utilize space and time

4 USE TOP METHODS EFFECTIVELY

- Conduct great focused conversations
- Do productive consensus workshops
- Facilitate ToP strategic planning
- Guide action planning
- Conduct ToP historical scan/ wall of wonder

5 MODEL POSITIVE PROFESSIONAL ATTITUDE

- Call forth depth and substance to illuminate group potential
- Care for group journey
- Practice self-assessment and self-awareness
- Act with integrity
- Model neutrality

6 ORCHESTRATE QUALITY EVENTS

- Manage overall process
- Ensure dynamic process
- Adapt to group needs
- Work effectively with a team

7 PRODUCE EFFECTIVE RESULTS

- Apply appropriate methods
- Clearly document results
- Develop authentic consensus
- Prepare for solid implementation

Three major elements in the ToP™ Facilitator Certification Process

- Facilitation Portfolio
- Observation
- Personal Interview

Facilitation Portfolio

- 1 year of deep work with the mentor
- A dozen projects worked out, and only 6 remained in the portfolio
- Detailed documentation of all the stages - from design to results - and facilitator's reflection



Personal Interview

- I was interviewed twice, and after the first interview, I had to add another case for strategic planning to the portfolio, which took another two months
- Each interview lasted for about two to three hours and concerned every element of the portfolio
- Very developing questions

Thank you for your attention!

Questions?