Definition of facilitator

A facilitator helps the team free itself from internal obstacles or difficulties so members may more efficiently and effectively accomplish their goals.

A facilitator guides the team’s work without directing it, helps the team discover ways to address challenges and maintains safety and trust within among members.

A facilitator brings structures and processes to help the team accomplish its goals.

A facilitator appreciates and values what each person contributes.
A facilitator’s responsibilities

The facilitator is responsible for:

• **Establishing** agreements among members to guide their interactions, learning, and work.
• **Helping** the team use data to establish learning goals for the team and members’ students.
• **Recommended** procedures and strategies for accomplishing goals.
• **Refocusing** members when necessary.
• **Engaging** every member fully.
• **Listening** deeply to all members to understand their perspectives, values, and needs.
• **Supporting** individuals and the team to maintain safety and trust.
• **Maintaining** a safe environment for honest interaction.
• **Addressing** assumptions and challenges that threaten the team’s ability to reach its goals.
• **Checking** perceptions.
• **Modeling** effective communication skills.
• **Remaining neutral** when that stance is appropriate for the type of team and its goals.
• **Guiding** ongoing evaluation of the team’s effectiveness and results.
What do facilitators need to know and be able to do to fulfill their responsibilities?

What attitudes or beliefs must they hold?

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<td>What must facilitators be able to do?</td>
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