

# 10 Questions

## To ask a **FACILITATOR** before you hire them

- 1 What are your expectations for delivery design and objectives?**

Ensure you and your facilitator have shared clarity on the intended outcome of the facilitation session.
- 2 Are they an expert in your field?**

Consider how facilitators with differing perspectives can help you work through challenges you may be facing.
- 3 What supporting resources are needed to achieve your facilitation goals?**

Explore the possibility of leveraging resources provided by the facilitator, or consider collaborating with your facilitator to create new resources, if needed.
- 4 How does your facilitator fit with you and your team?**

Selecting for chemistry between yourself, the facilitator, and the team they'll be working with helps ensure the session is productive and without bias.
- 5 What personality are they bringing into the room?**

Ensure your facilitator is engaging and willing to create an experiential session.
- 6 How does your facilitator adapt to the room?**

Facilitated sessions can bring out a lot of emotions, differing opinions, and big personalities. Your ideal facilitator should establish strategies for adjusting to the dynamic of the room and rolling with the punches.
- 7 How will you organize your day?**

Your facilitator should be willing to follow a pre-established schedule, and have the capacity to balance flexibility with structure.
- 8 Are there any marketing considerations?**

For public facilitation in particular, (i.e. conferences, speaking engagements), consider whether your facilitator will support your event with social media endorsement or can leverage their platform to promote your work.
- 9 What are the pre and post session commitments?**

Have a clear idea of what you will be asking of your facilitator, whether that includes pre-session meetings with yourself, your client, or other facilitators, or post-session Q&As, autographs, or meet and greets.
- 10 What are the final deliverables?**

If you are expecting a report or evaluation that documents the learnings and outcomes of the session, ensure your facilitator has the capacity to deliver within pre-established timelines.

