



# S.T.E.P.S. 2: Facilitate

(Strategic Tools for Excellent Problem Solving)

This intensive, practice-oriented, advanced workshop prepares educators to facilitate resolution of critical issues using TregoED process. Participants leave prepared to:

- Lead facilitation of high-stakes issues using analytic process
- Flexibly apply analytic process with deeper understanding of how to optimize it
- Handle each phase of facilitation—and its tasks, challenges, and typical pitfalls
- Determine when and how to involve others
- Plan, organize and lead productive meetings
- Maximize impact and benefits of process use

## Building S.T.E.P.S. Capability



### Return on Investment

- Timely, effective resolution to critical issues
- Skillful use of data to identify and address tough issues
- Enhanced teamwork and communication
- Increased transparency and trust
- Greater stakeholder commitment and buy-in
- Smoother implementation of decisions and initiatives
- Resolution of conflict in emotionally-charged situations
- Recommendations that are compelling, data-based, and more likely to be approved

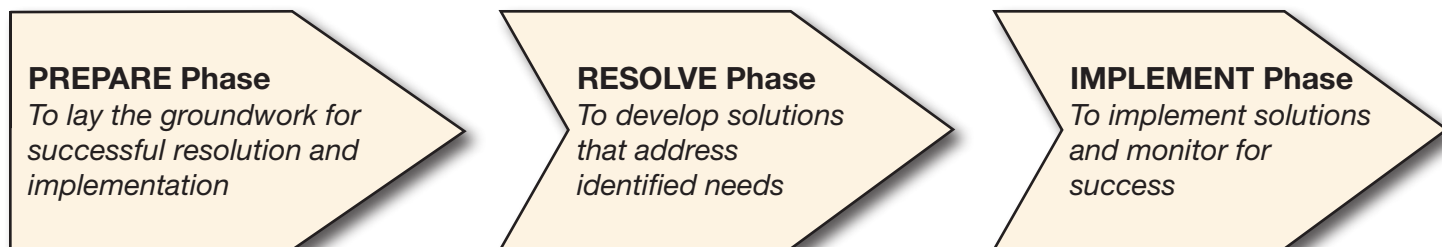
"Having in-district facilitators has allowed us to get the best thinking of stakeholders using a clear-cut and trusted process. We have tackled issues as diverse as equity in pre-school registration, data assessment issues, services for our most at-risk students, and budget prioritization."

Marni Kirkland, Assistant Superintendent, Curriculum and Instruction  
Colquitt County Schools (GA)



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## Process Facilitation Phases



## Successful S.T.E.P.S. 2 candidates are:

- Past participants of S.T.E.P.S. 1 (pre-requisite)
- Experienced with and committed to using TregoED processes
- Respected by colleagues and others
- Trustworthy in handling confidential or sensitive information
- Unafraid of conflict or dissenting opinions
- Comfortable facilitating a group (or willing to learn)
- Flexible and able to change direction when necessary
- Results-driven—motivated by achieving goals
- Able and willing to invest the time necessary to address significant issues
- Committed and supported by their manager to serving in this role

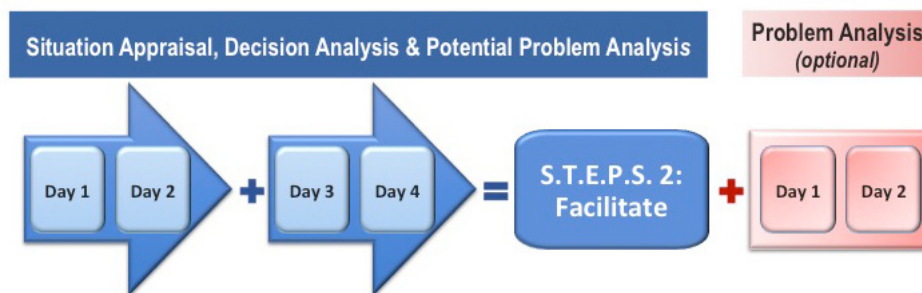


The S.T.E.P.S. 2 workshop gave me a deeper understanding of TregoED processes. The opportunity for practice with guidance from TregoED experts made me more confident facilitating complex issues in my district."

Jenna Bacolor  
Executive Director  
(Community Division)  
Ann Arbor Public Schools (MI)

## Workshop Structure

Standard S.T.E.P.S. 2 includes Situation Appraisal, Decision Analysis, and Potential Problem/Opportunity Analysis. Problem Analysis requires an additional two-days.



## Who we are

For over 25 years, TregoED has helped build the decision-making and problem-solving capacity of education leaders. TregoED's proven analytic processes are based on Kepner-Tregoe's pioneering research used by organizations and Fortune 1000 companies around the world. These process tools are the essential first step to building leadership capacity and improving student outcomes.