

## Day 1: Foundations of Facilitation in Agroforestry

Day 1 introduces the fundamental concepts and tools of group facilitation, framed in an agroforestry context. Participants start by understanding what effective facilitation entails and why it is crucial for agroforestry innovation. We then delve into group dynamics and how a facilitator can guide a group from initial formation to productive collaboration. By the end of Day 1, participants will have practiced core techniques (like active listening and inclusive discussions) and will have drafted basic elements of a facilitation plan (e.g. group ground rules and meeting agendas). They should feel prepared to handle the beginnings of a stakeholder group or meeting, setting it up for success before tackling more complex challenges on Day 2.

### Schedule at a Glance (Day 1)

09:00–09:30	Welcome & Introductions
09:30–10:45	Session 1: Understanding the Facilitator’s Role in Agroforestry
10:45–11:00	Break
11:00–12:30	Session 2: Group Dynamics and Inclusive Participation
12:30–13:30	Lunch
13:30–15:00	Session 3: Facilitation Tools and Meeting Techniques
15:00–15:15	Break
15:15–16:30	Session 4: Establishing Group Norms & Planning for Action
16:30	Day 1 Wrap-Up & Reflection Assignment

(Note: Timing can be adjusted based on participant number and interaction level. Each session includes interactive components as detailed below.)

### Welcome & Introductions (09:00–09:30)

Begin the training with a warm welcome and a brief overview of the module’s purpose. Introduce yourself (the trainer/facilitator and the co-facilitator/assistant) and have participants introduce themselves. Since this is a module **about facilitation**, model good facilitation from the start: set a positive, inclusive tone and get everyone engaged early. A quick icebreaker can help participants feel comfortable:

**Icebreaker – “Agroforestry Network Map”:** Provide a flipchart or big paper on the wall. In pairs, have participants chat for 5 minutes about their agroforestry experience (if any) and one challenge they have faced when working with groups. Then, each pair introduces each other to the whole group and adds a sticky note on the “network map” indicating their location or institution. This activity not only breaks the ice but also visually demonstrates the diverse network in the room (different regions, roles, backgrounds), reinforcing the idea that we all bring valuable perspectives.

After introductions, review the agenda for the two days. Emphasize that the workshop will be interactive. Establish some quick “housekeeping” details (break times, restroom locations, rules like phones on silent). Importantly, **frame the learning environment:** encourage questions and stress that this is a safe space to share experiences. You might say, “As a facilitator, I believe every question or perspective offers a learning opportunity. Let’s all practice the inclusive mindset we’ll be discussing – that means listening to each other and respecting different viewpoints.” By 09:30, participants should feel welcomed, know the game plan, and sense that this will be a participatory, hands-on training.



**FIGURE 2. Co-creation activity during AF4EU workshop.**