



Recommended Practices for Synergy Group Facilitator Selection

- | | <i>Completed</i> |
|---|--------------------------|
| 1 Complete the 'Synergy Group Self-Assessment'.
This process should be completed as a group. | <input type="checkbox"/> |
| 2 Review the list of Alberta facilitators. Contact the
Synergy Alberta office if there are any questions
concerning the facilitator selection process. | <input type="checkbox"/> |
| 3 Select 2-5 facilitators from the list who fulfill
some or all of your group's requirements. | <input type="checkbox"/> |
| 4 Contact references and other synergy groups
(if available) that each selected facilitator has
worked with in the past. Ask specific questions
to determine if this facilitator will add value
to your group. | <input type="checkbox"/> |
| 5 Interview facilitators and negotiate rates. | <input type="checkbox"/> |
| 6 Select facilitator. | <input type="checkbox"/> |
| 7 Provide feedback with respect to facilitation
performed for synergy and community groups.
Form to be completed following a facilitation
discussion and sent to the Synergy Alberta office. | <input type="checkbox"/> |