

SO YOU NEED A FACILITATOR?



CREATING EFFECTIVE AND PRODUCTIVE GOVERNMENT PLANNING DAYS

We have been part of too many planning days that are boring and have no clear purpose. It means that we won't deliver that for you. We have a strong philosophy of delivering fun, engaging and useful workshops.

We focus on your outcomes and your staff's needs to ensure a high level of collaboration and participation throughout the workshop. We will work with you to develop an agenda full of interesting activities to keep your team engaged.

Who are we

Elm Communications is a strategic communications consultancy with a proven track record of providing fresh perspectives and relevant solutions to government communications challenges. We keep it simple by just doing what we love.

With years of experience facilitating face to face, online and hybrid workshops, we take a thoughtful and inclusive approach to ensuring everyone has the same experience and opportunity to contribute. Our activities are designed to allow everyone to contribute and connect

Meet our facilitators

Our staff have extensive experience in facilitation, focusing on team planning, engagement, and collaboration.



Melanie Gibbons

Since starting Elm Communications in 2018, Melanie has led small and large internal and external workshops to gather information and facilitate active conversations. Mel uses her communications and leadership experience to bring people together.



Amy Arbery

Amy has led multiple workshops and planning days across government, tailored to each group's specific needs and contexts. She creates an environment that supports creativity, engagement, and a feeling of group ownership over outcomes so that teams move forward productively and collaboratively.



This is probably the best planning day I have ever been to. It was so fun.
- Workshop participant, September 2022



How it works

Give us a call.
Let's talk about
what you need.



We work with you
to develop an
agenda that suits
your team and
achieves your
outcomes



We facilitate a
fun, interactive
and engaging
workshop



We develop short
report with all of
the outcomes of
the day so you
don't lose
momentum!

Our approach

Pre-workshop

We work closely with you to understand your expectations and design an agenda that achieves your desired outcomes. Together, we will refine your agenda, design activities, and set-up to ensure a smooth flow and plenty of interaction.

We believe the success of a planning session hinges not only on the day itself but also on the preparation beforehand and the follow-up afterwards. We want to ensure your staff have the right information to be ready and excited for the workshop. We can provide an introductory email, including any suggested readings or activities, to engage staff before the day.

Customised workshop design and delivery

Our design method considers your function, participants' preferences, and outcomes. We balance structure to get through everything and agility to adapt to the dynamics of the group.

We know the best outcomes are when everyone is part of the conversation. We work with the group to facilitate participation from everyone - it doesn't matter if they are normally the loudest person in the room or the quietest person in the corner.

We create a safe and productive environment for participants and establish clear objectives and outcomes for the workshop. We use various facilitation techniques to engage participants and get them up and talking to each other.

Summary report

We know that the enthusiasm of the day can fade away unless you have clear, actionable outcomes. We provide a write-up from the session to keep track of your commitments and next steps. This can be in a format you choose to make it easier to keep progressing or just documentation of all outcomes.



***Thanks for the past two days, we all thought Amy was terrific.
She did a really superb job on keeping everyone busy, the variety of tasks kept
interest and didn't drain everyone. She was sooo good.
- Branch Manager, APS August 2023***



Now what?

Simple, just give
Elm a call.



0432 866 382



hello@elmcommunications.com.au



www.elmcommunications.com.au