Agile Team Facilitation: Mastering ICP-ATF Certification

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Accra (Ghana)



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Why This Course

Agile teams need more than processes and ceremonies to succeed. They need skilled facilitation that encourages collaboration, builds trust, supports self-organization, and helps teams make better decisions together. Without effective facilitation, meetings can become unfocused, participation may become uneven, and agile practices may lose their real value.

The Agile Team Facilitator plays a key role in helping teams communicate openly, solve problems collaboratively, manage conflict, and continuously improve their way of working. This requires a strong facilitation mindset, practical tools, confidence in guiding group processes, and the ability to adapt to different team dynamics.

This intensive 1-week course prepares participants for the ICAgile Certified Professional in Agile Team Facilitation certification. The program combines agile facilitation principles, meeting design, practical facilitation techniques, agile ceremonies, conflict navigation, and certification-focused preparation to help participants become more confident and effective agile facilitators.

What You'll Learn and Practice

By joining this program, you will:

- Understand the mindset, role, and stance of an agile team facilitator.
- Develop core facilitation skills for agile teams and collaborative environments.
- Recognize group dynamics and guide team interactions more effectively.
- Design and facilitate productive agile meetings and workshops.
- Engage all participants, including quiet, remote, or distributed team members.
- Facilitate key agile ceremonies such as sprint planning, daily stand-ups, sprint reviews, retrospectives, backlog refinement, and story mapping.
- Apply conflict resolution and difficult conversation techniques.
- Facilitate decision-making, innovation, and creative problem-solving.
- Adapt facilitation styles to different team maturity levels.
- Support self-organization, continuous improvement, and team performance.
- Prepare effectively for the ICP-ATF certification assessment.



The Program Flow

Day 1: Foundations of Agile Team Facilitation

- Introduction to agile facilitation and its importance in team performance.
- The agile facilitator mindset, role, and stance.
- Understanding neutrality, presence, participation, and process ownership.
- Core facilitation skills and competencies.
- Understanding group dynamics in agile teams.
- Creating safe, inclusive, and collaborative team environments.
- Practical exercise: Assessing your facilitation style and growth areas.

Day 2: Designing Collaborative Meetings

- Principles of effective meeting and workshop design.
- Defining meeting purpose, outcomes, agenda, and facilitation flow.
- Techniques for engaging all participants.
- Encouraging participation, focus, and shared ownership.
- Facilitating virtual, hybrid, and distributed agile teams.
- Tools and technologies for collaborative meetings.
- Workshop: Designing a high-impact agile meeting or workshop.

Day 3: Facilitating Agile Practices and Ceremonies

- Facilitating sprint planning with clarity and team alignment.
- Supporting effective daily stand-ups without turning them into status meetings.
- Techniques for meaningful sprint reviews and stakeholder feedback.
- Facilitating retrospectives that lead to real improvement.
- Release planning facilitation.
- Facilitating backlog refinement and story mapping.
- Practice session: Facilitating selected agile ceremonies with peer feedback.

Day 4: Advanced Facilitation Techniques

- Conflict resolution and difficult conversations in agile teams.
- Recognizing tension, disagreement, and unhealthy team patterns.
- Decision-making facilitation techniques.
- Helping teams reach consensus and make transparent decisions.
- Facilitating innovation and creative problem-solving.
- Adapting facilitation styles to team maturity levels.
- Role play: Navigating a challenging agile team facilitation scenario.



Day 5: Continuous Improvement and Certification Preparation

- Facilitating team and organizational change.
- Supporting self-organization and continuous improvement.
- Measuring and improving facilitation effectiveness.
- Ethics and professional development for agile facilitators.
- Reviewing key ICP-ATF learning outcomes and certification expectations.
- Practice questions, reflection, and preparation guidance.
- Final activity: Creating a personal agile facilitation development plan.

Individual Impact

- Build confidence in facilitating agile meetings, workshops, and team discussions.
- Strengthen your ability to guide collaboration without dominating outcomes.
- Improve your skills in managing group dynamics, conflict, and participation.
- Gain practical techniques for decision-making, retrospectives, planning, and problem-solving.
- Develop a professional facilitation style aligned with agile values.
- Improve readiness for the ICP-ATF certification assessment.

Work Impact

- Improve the quality, focus, and outcomes of agile meetings.
- Strengthen team collaboration, engagement, and shared ownership.
- Support healthier conflict resolution and better decision-making.
- Encourage self-organization and continuous improvement across agile teams.
- Improve delivery alignment through better facilitation of agile ceremonies.
- Build stronger agile team performance and workplace agility.

Training Methodology

This program uses an experiential and practice-based approach to help participants build real facilitation confidence. Learning methods include:

- Interactive discussions and guided facilitation.
- Agile facilitation demonstrations and practice sessions.
- Meeting and workshop design exercises.
- Role plays for agile ceremonies and difficult conversations.
- Group dynamics and decision-making simulations.
- Virtual and distributed facilitation practice.
- Peer feedback, facilitator coaching, and reflection.
- Certification preparation activities and learning reviews.



Beyond the Course

Upon completion, participants will be prepared to facilitate agile teams with greater confidence, structure, and professionalism. They will return ready to:

- Facilitate agile meetings and workshops effectively.
- Apply a toolkit of proven facilitation techniques.
- Encourage collaboration, self-organization, and team engagement.
- Navigate conflict and support productive team conversations.
- Lead retrospectives and improvement discussions that create real action.
- Approach the ICP-ATF certification assessment with stronger readiness and clarity.

