

# Self-Facilitated Retreats



## Retreat Planning for Self-Facilitated Retreats - \$1950

For Forums that are on a budget and/or want to facilitate their own retreat, ForumSherpa's retreat planning service is the perfect solution!

The process begins with a phone meeting with one of our certified facilitators. We discuss a variety of things, such as the composition of your Forum, the objectives of the retreat, the retreat length and location, Forum history, etc. Based on the conversation, we use the following checklist of steps to plan your retreat:



1. Phone meeting #1: We have a preliminary discussion about your Forum and your retreat objectives.
2. Survey Launched: A Forum survey is launched. This lets us gather input from all Forum members on the retreat, retreat topic, Forum health, etc.
3. Survey Compiled: The survey results are compiled and analyzed.
4. Agenda prepared: We prepare an agenda and identify exercises for the retreat. This is a rough draft agenda.
5. Phone Meeting #2: We have another phone meeting with the Retreat Planner to discuss the proposed agenda and exercises.
6. Final Agenda: Based on the phone meeting, we make final adjustments to the agenda and exercises. Occasionally, we'll repeat steps 4 and 5.
7. Pre-Work Sent: We send pre-work exercises to the Retreat Planner for distribution to the Forum.
8. Remaining Content Sent: We compile the remaining exercises into a retreat workbook and send it to the Retreat Planner for use at the retreat. Instructions for printing are included.
9. Phone Meeting #3 – Facilitation Coaching: We meet by phone with the Retreat Planner to discuss how to facilitate the various exercises. We answer any final questions.
10. Retreat: You run your retreat!
11. Post-retreat Assessment: We launch a post-retreat survey to gather feedback on the retreat, the venue, the agenda, the exercises, etc. Results are provided back to the Retreat Planner for review and future reference.



Throughout the process, your personal retreat planner is available to you to answer questions.

Call today to book our Self-Facilitated Retreat Planning service!

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