Facilitation Skills for SaaS Sales Enablement Managers

Public workshop · Live online

Tuesday 24 November 2026 · 09:30–14:30 GMT · 4 training hours

NEWSKILZ GLOBAL CONSULTING



Tuesday 24 November 2026

09:30–14:30 GMT · 4 training hours

Workshop focus

- Open with a clear meeting task
- Invite evidence from different roles
- Intervene when discussion stalls
- Close with agreed owners and actions

Sales Enablement

Practical people skills for tech teams

NEWSKILZ GLOBAL CONSULTING

Workshop overview

Lead a meeting your enablement team needs to get right. Practise giving clear instructions, drawing out different views and securing a decision. Peers tell you when they knew how to contribute and what they had agreed.

Workshop focus

- Open with a clear meeting task
- Invite evidence from different roles
- Intervene when discussion stalls
- Close with agreed owners and actions

Workshop practice

In a group of up to four, you take turns practising situations agreed during your training needs analysis. A peer or your facilitator gives you feedback on what they saw and heard. You try the difficult part again.

Preparation and follow-up

Before the workshop

For a manager-sponsored place, we first ask your manager what they want the training to help you do. In a short, private training needs analysis (TNA), you tell us about your product or solution, the people you work with and a conversation or task you want to handle better. You and your facilitator agree what the group can use for practice.

Choose an enablement meeting and identify its purpose, participant roles, decision owner and a point where discussion tends to stall. Agree what peers can use in their roles.

Bring · An anonymised meeting brief with role labels and a question your team needs to resolve.

After the workshop

Submit your revised meeting opening, contribution task and close. Try two facilitation changes at your next meeting and check what the group produces.

Your personal report reviews purpose and task design in the written plan, alongside participation, interventions and closure observed during practice. It records 2 actions and prompts for reflecting on your next meeting.

Workshop agenda

09:30–10:00	**Open your enablement meeting** Start a meeting you actually facilitate. Tell the group what you need from them, name who can make the decision and ask the first question. **Feedback** · Peers say what they believe they have been asked to do. Use their answers to tighten your opening and try it again.
10:00–10:45	**Get contributions you can use** Give the group a short task from your meeting, allow thinking time and invite each person to contribute one example. Ask them to compare what they heard. **Feedback** · Participants identify which instruction made the task clear and where they had to guess. Repeat that instruction in fewer words.
10:45–11:30	**Lead a discussion across roles** Facilitate a short discussion using the roles and question from your brief. Invite a quieter voice, ask for evidence and summarise the two views the group needs to consider. **Feedback** · Each speaker checks whether your summary captured their point. An observer notes whose contribution changed the discussion.
11:30–12:30	**Lunch break** Optional 10-minute 1-to-1 video check-in with your facilitator to review feedback and focus your afternoon practice.
12:30–13:15	**Step in when the group gets stuck** Rehearse a point where your meeting tends to drift or stall. Name what is happening, give each side a turn and ask a question that brings the group back to its purpose. **Feedback** · Participants tell you whether your intervention gave them a fair hearing and made the next question easier to answer.
13:15–14:00	**Retry the intervention and reach a decision** Lead the difficult exchange again. Use one change from the feedback, check what the group can decide today and hand any outstanding question to the right person. **Feedback** · Your observer compares both attempts. The group confirms what it decided and which point is still open.
14:00–14:30	**Close with an owner and a deadline** Deliver the closing minute of your next meeting. Read back the agreed action, ask its owner to confirm it and set a review point. **Feedback** · The owner explains what they will do and by when. Use any discrepancy to revise the close before your next meeting.

Free workshop resources

Use the checklist to plan how you'll introduce a practice activity, involve the group and give participants time to try again.


Meetings & Facilitation checklist


Facilitation Skills e-learning

Browse all checklists