



The Howells Group, Inc.

Bringing Business to Life

# Meeting Design and Facilitation

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## At a Glance

- Corporate Events—employee meetings, leadership offsite planning meetings
- Annual Meetings—sales, engineering, executive management
- Design and development for keynote speeches, facilitation for large and small employee events

## Who Benefits?

- Leaders who desire to produce innovative and high impact meetings of all sizes
- Organizations introducing a new product, change or acquisition
- Organizations who desire a meeting to eliminate “death by PowerPoint” meetings

## Summary

It takes experience and creativity to design a high impact meeting. We have experts on our team who can guide you to shape a meeting that involves, informs and inspires all attending. We create meetings, in close partnership with our clients, to help leaders and their teams achieve their business goals while fully engaging every participant.

We offer specific tools and processes for meetings, both small and large, that involve strategic planning, problem solving, issue resolution, employee recognition, and special events. Our professional facilitators can lead the event, or work with you “behind the scenes” to design a process. They can assist you from inception to completion in planning your meeting or event. We carefully customize each session to focus on the end result and the Return-On-Investment you need.

## Our Approach

We ask the right questions to help you clarify your true goals for the meeting  
We identify the critical aspects of your audience’s needs in order to custom design a meeting that “will hit the mark”

We offer innovative, and very often, cost effective options that bring your meetings to life!





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## Client Examples



Symantec's Customer Care Leadership Team, distributed across the world was in great need of alignment among geographies to execute on strategies. Key vendors also needed to be on board. With many new leaders on the team, this group had never met all together. The Howells Group, working in partnership with the Senior Director for Global Customer Care, focused in on the key objectives for the meeting and designed and facilitated a customized event to foster deepened trust with leaders from over 15 different cultures, increased collaboration and laid the foundation to execute more effectively on a new strategy.



Canadian travel company Uniglobe Travel secured Karen Howells to assess, design and deliver an action packed session on coaching to franchisees/owners from throughout Western Canada. Leaders learned focused coaching skills in an interactive format and were empowered to take back tools to their highly competitive work environment.