

# Train the Trainer



## Introduction:

This course provides an opportunity to understand and practice a professional approach to training design and delivery, with a structured syllabus and assessment opportunity. The programme will involve a significant amount of hands on activity with additional work outside the sessions to develop the content and materials for assessment on the final day. The programme is demanding because it results in the acquisition of new skills and techniques over a short period. The programme is designed to be delivered in three to four days and candidates are assessed on their design and delivery of a series of short training sessions which they are required to deliver to other members of the group.

## Topic areas covered

- How training can best be delivered to secure effective learning.
- How to structure and design training sessions.
- How to make training sessions interesting, stimulating and relevant.

## Intended for:

Anyone who needs to either understand the basics of training practice, or wants to refine their training techniques. Those who have never delivered training before will find it an ideal basis for their future training activities.

## Objectives

By the end of the programme the student will be able to;

- Analyse Training needs and set objectives
- Appreciate different learning styles and preferences
- Display a range of training skills to suit circumstances;
- Structure training and design sessions;
- Use a variety of training styles to suit audience;
- Conduct valid assessments of training and give constructive feedback;

**Prior Knowledge:** No prior knowledge or training is required.

**Course Duration:** 24 teaching hours plus preparation work required by delegates outside of formal sessions. (Delivered in Modules)

**Numbers:** Minimum by agreement with client  
Maximum 12 (Due to the high levels of interactivity required)

If required The Chartered Institute of Environmental Health Qualification 'Professional Trainers Certificate' is available.

***Why not contact Fraser & Associates to discuss your Workforce Development needs?***