



## Train the Trainer II

### Advanced Skills for the Practical Trainer

The School of Leadership

Behind every spectacular training session is a lot of preparation and meticulous attention to detail. The truly skilled trainer can make a program exciting. The learners will have fun while they are learning. The facilitator has been able to involve their emotions as well as their minds. You will see the involvement, and you will feel the energy.

To reach this stage as an adult educator isn't always easy, but success isn't just for the naturally gifted. It is possible for all of us who put effort into our personal growth and development, because we want the enormous satisfaction that comes from working with others to help them reach their potential as human beings. This workshop is your start to that goal.

#### How You Will Benefit

- Enhance your understanding of learning styles and how to accommodate them in the classroom
- Understand the key principles of effective communication in a workshop setting
- Identify strategies to create a no-risk environment
- Use a variety of training techniques to stimulate participation
- Develop a plan and prepare for an effective training session
- Practice thinking on your feet in a safe environment
- Identify advanced interventions for difficult situations
- Practice the skills needed for a team presentation

#### What You Will Cover

- Competencies for adult educators
- Understanding learning principles
- Accommodating learning preferences and styles
- Dealing with the special circumstances of adult training
- The art of facilitation
- Four levels of evaluation
- Your role as an effective communicator
- On-the-job support
- Dealing with difficult situations
- Using visual aids

#### What's Included?

- Instruction by an expert facilitator
- Small interactive classes
- Specialized manual and course materials
- Personalized certificate of completion

#### Three day workshop

