

Train the Trainer - Training Exceptional Trainers

Course Overview



This practical two-day course provides a comprehensive foundation for new trainers in training session design, development, and delivery. It will give them an understanding of the training process and how to plan and deliver effective training. It will cover using accelerated learning approaches and how to structure and deliver training sessions. On day two delegates will complete individual session, deliver, and evaluate its effectiveness, including feedback and critique from the tutor and group.

Each workshop is led by a highly skilled trainer with many years of Training experience.

AGENDA HIGHLIGHTS:

- Systematic approach to training
- Preparing support materials
- Choosing the right delivery method
- Managing group dynamics
- Managing action plans and project work
- Feedback to Line Managers/HR

TARGET AUDIENCE:

- Ambitious Trainers
- Non-Trainers who train
- Managers
- New and aspiring Trainers

HOMEWORK:

There is homework to carry out at the end of the first day, in preparation for exercises and your demo on the second day. For two days, you will be fully immersed in learning how to train.

Book this two-day course and pick a free training bite from our library. This includes trainer notes and a delegate workbook.

*Delegate numbers are restricted to eight to allow time to develop your training style.

LEARNING OUTCOMES:

- Understand the training process and the benefits of training
- Plan and deliver effective training using appropriate training materials
- Use accelerated learning approaches that encourage learning retention
- Confidently deliver effective and structured training sessions
- Overcome difficult situations (or people) which can occur during training sessions
- Evaluate the effectiveness of your training against predetermined objectives

TRAINER: Charlotte Clark

INVESTMENT:

OPEN COURSE - cost per head:

APSCo Member fee: £910.00 + VAT

IN COMPANY COURSE -

prices are based on 8 delegates*

APSCo Member fee: £4990.00 + VAT

*Plus Trainer expenses

For further information on the above programme or to discuss your talent development needs, please call **020 3117 0910** or email teri.etherington@apsco.org

Courses are available to APSCo members and non-members alike. For non-member prices please contact APSCo Talent Development.