

# TRAINING OF TRAINERS

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The field of workplace learning more contemporarily referred to as Continuing Professional Development is growing by leaps and bounds. It is therefore natural that this growth has called for more trainers to be readily available from among peers. The Training of Trainers course is conducted to build a cadre of effective trainers who will help the various state education departments and other training institutions deliver professional development courses.

Training is defined as *the development and delivery of information that people will use in performing their jobs*. It is the process of acquiring the knowledge, skills, and attitude that are needed to fill the gap between what people want to do, and what they are able to do now.

The 24-hour course will be conducted in one session extending 4 days. The module incorporates content that would help to build on the knowledge, skills and attitude of teachers to help them in their journey to becoming trainers.

## *Objectives*

The objectives of this course are to:

- help teachers make connections with professional practice and explore ways of supporting professional development
- understand and identify differences between the role of a trainer and a teacher
- raise teachers' awareness of the Experiential Learning Cycle/ Model (David Kolb 1984) and how it can be used as a framework for training
- understand why they need to apply adult learning principles in the training room
- expose teachers to a range of facilitation skills and techniques used for adult learning.
- manage and motivate participants

- provide opportunities for teachers to make the link between content and practice
- provide a springboard for thoughtful reflection, critical thinking, action and change

## *Content*

Training of Trainers for ELT Key personnel

Topics covered include:

- Beliefs and Change
- Personal Professional Development
- Training vs Teaching
- Adult Learning Principles
- Facilitation Skills, Strategies & Techniques
- Micro-Training & Managing Feedback
- Managing & Motivating The Client
- An Effective Training Session

## *Duration*

4 days (24 hours)

## *Modes of Delivery*

The training methodology is based on the loop input using the 'learning by doing' approach. Workshops, demonstrations, group discussions, reading, structured exercises, presentations, role-play and micro-training, are some of the strategies and techniques used.

## *Participants*

This course is designed for trained Primary and Secondary English language teachers who are occasionally called upon to conduct training as well as IPG lecturers.

