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## TRAIN THE TRAINER

Whether we refer to the person responsible for the transfer of knowledge, skills, and behaviors as the trainer, the instructor or the facilitator, the fact is, they are all a catalyst for learning. Adults choose to learn, practice and demonstrate based on their perception of need and desire.

JeMM Consultants' Train the Trainer program is two-fold:

1. We can certify your in-house instructors to deliver courses developed by JeMM Consultants
2. We can train your employees the basics of delivering professional training so that they, in turn, can assist your organization with its training requirements

Our Train the Trainer program will help your organization to:

- ◆ Deliver company wide training initiatives within budget
- ◆ Uncover the hidden talents of your employees by developing their natural competencies
- ◆ Provide employees opportunities for advancement
- ◆ Give your employees new challenges
- ◆ Invest in its people

### TRAINING YOUR TRAINERS

This five-day workshop provides a learning environment where participants will receive adult learning principles in theory, develop a lesson plan and conduct a training lesson. Evaluation and feedback will be provided by professional trainers from JeMM Consultants.

By the end of this workshop, participants will be able to:

1. Identify their own and other's learning styles
2. Develop a lesson plan geared to the learning needs of adults
3. Analyze training requirements
4. Develop learning objectives
5. Outline the training content in order to achieve the learning objectives
6. Select the most appropriate training methods
7. Use training aids appropriately
8. Make accurate observations of non verbal behavior
9. Demonstrate listening skills through paraphrasing
10. Use appropriate questioning techniques
11. Identify strategies for handling common problem situations
12. Conduct training using their developed lesson plan
13. Build a personal action plan for improvement

*Training Your Trainers* is designed for any employee that will be assuming a training position within the organization.