

Training Facilitator Programme

OUTCOMES

This workshop empowers delegates to:

- Plan and prepare for facilitation
- Facilitate learning
- Evaluate learning and facilitation

Who should attend?

- Trainers
- Educators
- Training Instructors
- Training Practitioners

Duration

4 Days

NQF Alignment

SAQA US ID: 117871 (10 credits on NQF Level 5)

Entry Requirements: Competent in the area of training

TRAINING CONTENT

- Conduct a training needs assessment
- Describe the characteristics of the adult learner and be able to apply the learning principles
- Identify and explain own training style and considerations and increase style flexibility
- Write performance-based learning objectives as a basis for programme design and development
- Select, design and develop active training methods to increase retention, build understanding and improve skills
- Effectively deliver training in a group context by creating a positive learning environment and by using active training techniques
- Apply the experiential learning cycle to gain full participation, thereby ensuring optimum learning and retention
- Effectively create and use visual aids to enhance training and improve retention
- Describe the role of the trainer as facilitator. Effectively work with groups. Stimulate discussions and master the art of asking and answering questions.
- Deal with difficult people and situations
- Apply the principles of effective presentation skills
- Use different techniques to evaluate the effectiveness of training and its impact on organisational bottom-line results



Skills Dynamics Africa

Fully Accredited with the ETDP SETA (ETDP10049)

