

Training the Trainer Part 2

Introduction

This course is designed for anyone who plans or delivers training at any level within the voluntary and community sectors. It follows on from Training the Trainer Part 1 and provides valuable opportunities to develop and consolidate the skills and techniques learned during that course.

What will you learn?

By the end of the course you should be able to demonstrate:

- an understanding of the techniques of delivering training
- an awareness of the difficulties which can arise for trainers and coping strategies
- a knowledge of training evaluation techniques
- an awareness of how to end a training event
- skills in preparing and delivering training events
- an understanding of the importance of the trainer's self-development

You will have significant opportunities to practise and demonstrate your training skills in a controlled and supportive environment.

Who is this course aimed at?

This course is aimed at both new and experienced teachers and trainers in the voluntary and community sectors, who have completed Part 1 of the Training the Trainer course.

What are the entry requirements?

There are no formal entry requirements for this course except successful completion of the Training the Trainer Part 1 course.

How is it taught?

The course is taught by experienced tutors who will guide you through the learning in a supportive and encouraging way. You will work with the tutors and other students to build on some of the basic principles of teaching and learning to extend your knowledge and to practise your skills. The emphasis is on practical work and interactive teaching methods, with a combination of whole-class, group and individual learning.

How will you be assessed?

Your achievement will be assessed through the completion of a Learning Diary, which encourages you to reflect on the work that you have done and what you have learned.

What will you achieve?

If you complete the course successfully you will achieve three Open College Network (OCN) Credits at Level 2 or Level 3. These Credits are part of a national system for recognising and accrediting the learning you have undertaken on this course. Once you have completed this course, you can build the number of credits you have achieved by undertaking further short courses as detailed below.

What can you do after this?

Following on from this course, you may find it valuable to take the Preparing to Teach in the Lifelong Learning Sector (PTLLS) course, which is a nationally recognised initial qualification for those who need to gain Qualified or Associate Teacher Status. Another associated course would be the two-part course in Public Speaking and Presentation Skills, which focuses on this aspect of the tutor's role and offers Level Two units in Public Speaking and in PowerPoint.

Who are the tutors?

The course is run by the following team of tutors: Fiona Larden, Gill Clarke, Simon Taylor and Zed Bhatti. All of them are experienced at working with individuals and groups to support their personal development and learning in a positive and supportive way. The Short Course Office will be able to tell who is teaching the specific course you might be interested in attending.

When does it run?

This is a four day course which includes three nights residency at the College. This course starts at 5.30pm on the first day and finishes at about 3.30pm on the fourth day. Please check our website or short course guide for course dates. Alternatively you can contact our Short Course office.

Is there a cost?

This course is free if you are claiming certain types of benefits. Otherwise it is £70 for individual learners or learners from voluntary organisations (£195 for statutory/private sector organisations). If you have already received a mandatory grant while studying at a UK institution for higher education there is a £10 surcharge – this is to partly recoup the resultant loss in funding for the College.

All accommodation, food, teaching & course materials costs are included.

How can you apply?

For more information please contact the short course office on 0121 472 0116 or email shortcourses@fircroft.ac.uk. You can apply online at www.fircroft.ac.uk, by post or in person.

