

Train the Trainer / Coach the Coach

Summary

Train the Trainer or Coach the Coach is for people who are involved in the learning and development of individuals and teams, either in a management role, a mentor/coach role, or as part of an HR partnership. 1 or 2 day course.

Objectives

- Acquire new knowledge
- Acquire new tools, models and processes
- Prepare to train a course
- Build confidence
- Understand the way people learn
- Share insights, issues and knowledge

Content

- How People Learn
- Profiling Personal Learning Style
- Planning a Training Course
- Objectives and Outcomes – the why
- Content – the what
- Format – the how
- Agendas
- Logistics
- Making it Memorable
- Visual Aids, Icebreakers, Energisers
- Basic Presentation and Facilitation Skills
- Coaching
- Dealing with Tricky People and Situations
- Practical Planning Session
- Personal Objectives, Questions and current Challenges

What next?

We recommend the following to further deepen the learning and maintain momentum post-course:

- A half day follow-up session - an opportunity to reunite; reflect; review progress; share best practices and explore remaining challenges
- 1:1 coaching and practical 1:1 planning / brainstorming sessions
- Creative Thinking course
- Performance Management course
- Supervision and Line Management course
- Presentation Skills course

“Most fun I’ve had at work in ages.”

“[The trainer] was approachable, friendly and full of knowledge and advice, I felt confident that I could take the learning forward and apply it to my work. The course helped with general tips on training and gave specific support to my future training needs.”

“The course was really shaped to our needs which was great. [The trainer] was engaging, funny, and very knowledgeable. I feel much better and more confident about giving training.”