

Train The Trainer

Programme Information

KEY INFORMATION

Content:

- Purpose and value of training
- Learning styles
- Planning training
- Delivery tools
- Communication technique
- Coaching model
- Providing feedback
- Dealing with challenges
- Assessment practice

Delivery Options:

- Online 4 x 3 hour workshops
- Site based 2 day workshop

Recognition:

- TSP Learn certificated programme

Quote & Booking:

info@tsplearn.co.uk

What does this programme cover?

This programme provides a comprehensive set of knowledge and skills that are essential for those who are moving into training and coaching roles within organisations.

Who is the programme suitable for?

- Those who are responsible for the development and training of others within your organisation. Those who are seeking to develop their training and coaching skills.

How is the programme delivered?

We have a range of flexible learning options that include:

- Online workshops - 4 x 3 hour workshops delivered within an online learning classroom or using your own preferred platform.
- Site based workshop - 2 day workshop delivered at your preferred site location.

What related training/qualifications could candidates progress to?

Candidates completing this qualification could consider a wide range of further study including:

- Level 3 and 5 Management qualifications and apprenticeships.
- Stress Management & Resilience workshops.
- Presenting & Presentation Skills workshops.
- Time Management & Prioritisation workshops.

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Programme Content

Our delivery team consists of experienced training consultants that provide your teams with the support that they need to maximise their knowledge and skills development whilst on programme. Prior to our delivery dates we will ensure that we have tailored and contextualised our programme content to reflect your business needs. All of our learning programmes contain active learning content that can be taken into the workplace to improve business performance.

All programmes are available throughout the year. We work with you to coordinate the dates and modes of delivery (online or site based) that you need. For further information or to discuss your needs, please get in touch using the contact information below.

Planning Effective Training

- The purpose and value of training.
- Elements to help stimulate learning.
- Learning styles and theories.
- VARK
- KOLB
- Where to start when planning training.
- Tools to help you deliver more effectively.

Communication & Engagement

- Communication techniques.
- Active listening.
- Techniques to improve engagement.
- Presentation skills.
- Working with groups.
- Developing participation.
- Providing feedback.

Coaching & Assessment

- Coaching models including:
 - GROW ME!
- Formative & summative assessment practice.
- Dealing with challenges.
- Continuing professional development for trainers.



Would your organisation benefit from...

- Assessing the level of digital/ICT skills across the workforce?
- Addressing English and Maths skills across the workforce?
- Providing flexible learning opportunities for staff to upskill in any of these areas?
- We can help, contact us today.

We also provide: Levy Funded Apprenticeship Delivery

- Leadership & Management Level 3-5
- Customer Service Level 2-3
- Business Administration Level 3
- Facilities Management Level 2-4
- Security Management Level 3
- Passenger Transport Operations/Management Level 2-4

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