



# Level 2 Facilitator Certification

## Objectives:

The participants will be able to:

- Plan and Prepare for Training
- Conduct Training with Confidence
- Evaluate Training Results
- Plan to Develop Training Session

## Overview:

The purpose of this program is to prepare participants to deliver and facilitate training programs and meetings within their department that help staff implement new skills and methods to increase their effectiveness on the job.

## Length:

- 2 days

## Audience:

- Supervisors / Managers / Departmental Trainers

## Workshop Style:

The highly practical workshop. Participants will engage in variety of practical simulation exercises, including role-play and case studies.

## Contents:

### Day I

- Module I – Preparation
- Practice #1 – Self Introduction
- Practice #2 – Brief Presentation

### Day II

- Module II – Presentation Skills
- Module III – Evaluation 4 levels
- Practice #3 – Micro - Teaching

### **Closing:**

- Recap of Day I & Day II
- Improvement Plan