

Train the Trainer (ChAD Accredited)

Duration: 3 days

Audience: Formateur

Who is this training for?

Internal or external trainers Experts called upon to pass on their knowledge Insurance professionals who must meet recognised training requirements Any person called upon to lead learning activities with adults

Training objectives

At the end of the training, participants will be able to:

- Adopt an andragogical approach adapted to adult learning
- Effectively structure a training activity or session Initiate, lead and conclude a training session with confidence
- Use the trainer's communication tools to support learning
- Generate and maintain participant engagement from start to finish
- Promote memorization and transfer of learning

Summary

Leading a training activity is not just about transmitting content. This requires an ability to structure learning, to mobilize attention, to adapt to the profiles of the participants and to create a climate conducive to engagement and memorization. In a context of continuous professional development, trainers are called upon to play a key role in the transfer of skills and the development of people.

This training allows participants to develop a solid trainer's posture and concrete skills in facilitation, communication and andragogy. Through a structured, progressive and practice-oriented approach, participants learn how to effectively prepare, initiate, facilitate and conclude a training activity, while maintaining the interest and participation of the group. In line with the fundamental principles of adult learning, this training offers many opportunities for practical application, promoting the sustainable integration of learning and the development of confidence as a trainer.

Course outline

1. Training and learning Training to develop skills

- The characteristics of adult learners
- The learning process
- Engagement, attention and memorization

2. Learning objectives

- Why define learning objectives
- Types and levels of objective
- Alignment between objectives, activities and content

3. A structured approach to facilitation

- Preparing as a trainer
- Effectively launching a training session and a training day
- Facilitating a learning activity
- Concluding a session and promoting integration

4. Facilitation and communication

- Managing the dimensions of group dynamics
- Listening and questioning with intention
- Using the seven "Rs"
- Giving constructive and mobilizing feedback

5. The trainer's toolbox

- Various learning activities Icebreakers and energizers
- Tips for optimizing the different times of the day
- Tips for energizing a training course
- Use of visual aids

6. Putting into practice and consolidating learning

- Facilitation exercises Role-playing
- Observations and feedback
- Development of confidence as a trainer

Approach and methodology

This training favours an andragogical, experiential and participatory approach, focused on the development of the trainer's skills. Participants alternate between conceptual inputs, individual reflections, practical applications and structured feedback in order to consolidate their learning. The many opportunities for experimentation allow participants to gradually integrate the tools and methods presented, while developing their ease, posture and effectiveness in facilitation. The training focuses on the practical transfer of learning and the development of a coherent and structured training practice.

Recommendations

- Actively participate in practical applications
- Be open to receiving and giving feedback
- Bring real training situations experienced

Accreditations

Recognized by the Chamber of Damage Insurance (ChAD)