

Workshop in Certified Trainer Excellence: Mastering the Art of Training

Cape Town (South Africa)

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Introduction

In today's fast-paced and dynamic world, the need for skilled trainers is greater than ever. The "Certified Trainer Excellence" course is specifically designed to help individuals become certified trainers by equipping them with the knowledge, skills, and strategies necessary to excel in the training and development industry. This comprehensive program covers essential areas such as professional training certification, training development, trainer skills, and basic leadership skills training, ensuring participants are prepared to deliver impactful and engaging training sessions.

Whether you are looking to enhance your current training and leadership skills or aim to establish a career as a professional certified trainer, this course provides the tools and expertise needed to succeed. Participants will learn how to design and deliver effective training sessions, understand what is training development, and integrate technology into their approach for improved learning outcomes.

Course Objectives

By the end of this course, participants will:

- Understand what is a certified trainer and their responsibilities in the training industry.
- Learn the importance of professional training certification programs for career growth.
- Master advanced trainer skills such as communication, presentation, and instructional design.
- Explore what is training development and its impact on employee growth and organizational success.
- Gain expertise in creating engaging and impactful employee development training programs.
- Develop strategies to market themselves as professional certified trainers and establish a successful career.
- Acquire knowledge of basic leadership skills training to inspire and motivate learners.
- Understand the role of training and leadership skills in fostering team and individual growth.
- Learn how to integrate technology into training sessions to enhance learning outcomes.

Course Outlines

Day 1: Introduction to Certified Professional Trainer CPT

- What is a certified trainer? Exploring their role and responsibilities.
- Ethical standards in training and how they shape the profession.
- Career opportunities and pathways to become a certified trainer.
- The significance of professional training certification in establishing credibility.

Day 2: Fundamentals of Training Design and Delivery

A graphic of a chessboard with several chess pieces (a king, queen, and pawns) in the foreground. The text 'UK Training' is in a small font above the word 'PARTNER' in a large, bold, black font.

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- Principles of adult learning and how they influence training design.
- Techniques for designing interactive and engaging skills training programs.
- Best practices for fostering participation and active learning.
- Understanding the relationship between training development and employee performance.

Day 3: Mastering Communication Skills for Trainers

- Verbal and non-verbal communication strategies for effective delivery.
- Overcoming stage fright and building confidence in presentations.
- Leveraging visual aids to enhance learning outcomes.
- Practical exercises in typing skills training and analytical skills training.

Day 4: Advanced Instructional Design Strategies

- Exploring advanced models in instructional design to create impactful materials.
- Conducting needs assessments and setting clear learning objectives.
- Participating in an interactive design workshop to refine training materials.
- Case studies on successful training and development strategies.

Day 5: Assessing Training Effectiveness and Technology Integration

- Evaluation techniques to measure the effectiveness of employee development training programs.
- Gathering feedback and applying continuous improvement strategies.
- Integrating technology into training for enhanced learning experiences.
- Practical examples of using technology in art training, typing skills training, and other specialized areas.

Why Attend This Course: Wins & Losses!

- **Career Growth:** Gain valuable professional training certification and boost your career opportunities in training and development.
- **Comprehensive Skills:** Master essential trainer skills such as communication, presentation, and instructional design.
- **Market Yourself:** Learn strategies to position yourself as a professional certified trainer in a competitive industry.
- **Hands-On Experience:** Participate in workshops and exercises that build analytical skills training and other core competencies.
- **Technology Integration:** Understand how to integrate digital tools into your training development approach for enhanced outcomes.

Conclusion

The Certified Trainer Excellence course is the ultimate step toward becoming a professional certified trainer. By mastering the art of training design, delivery, and assessment, participants will emerge as skilled educators ready to make a meaningful impact in training and development. With a focus on employee development training, training and leadership skills, and advanced instructional strategies, this course ensures that participants are fully prepared for the challenges of the modern training industry.

Whether you aim to become a certified trainer or simply enhance your existing trainer skills, this course offers a robust foundation to succeed. Join us today to elevate your career and gain recognition as a leader in the training

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 International House 185 Tower Bridge
Road London SE1 2UF United Kingdom

 +44 7401 1773 35
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

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