



# TRAIN THE TRAINER

## Details

**Duration:** 2 Days

## Region & Dates

**Dublin:** May 23, 24, 2019

**Dublin:** Nov 7, 8, 2019

## Time:

9.30 am– 5.00 pm

## Venues:

Ibec  
84-86 Lower Baggot Street  
Dublin 2

## Cost:

Ibec member: €800  
Non-member rate: €900

## Programme Overview:

This practical programme will provide participants with the skills and techniques required to deliver effective training within their organisations. The focus is on developing an essential toolkit to make you an outstanding trainer.

## Programme Outcomes:

On completion of this programme, participants will be able to:

- Understand the systematic approach to training
- Understand the process of identifying training needs, planning training and evaluation
- Design training material
- Deliver a work based training session using a structured approach
- Develop strategies to make training interesting

## Approach:

There are a number of activities and case studies as part of the course to ensure that the key knowledge and skills are practiced. The programme is delivered by experienced Ibec Executives who provide members with advice, consultancy and training on a daily basis. Programme participants are encouraged to express their views and experiences. The programme facilitates participant discussion to ensure a thorough understanding of the key points and their application.

## Who Should Attend?

Those who are involved in training delivery and who want to develop their skills, style and confidence.



## Programme Schedule

### Day One

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#### Role of Training

- Systematic approach to training
- Identifying training needs
- Planning training
- Considerations in the design of training

#### Group training

- Structure of training sessions
- Practice session

### Day Two

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#### The Learning Process

- How adults learn
- The human brain
- Aids and barriers to training

#### Question Technique

- Practical session
- Visual aids

#### Evaluation of training

#### Contact:

For further information, please contact

Quelba Lima on  
(01) 605 1619 or at  
[quelba.lima@ibec.ie](mailto:quelba.lima@ibec.ie)

#### What you said:

**“Informative, interesting, very worthwhile and was delivered excellently. The course was above all, brilliant.**

Antoinette O' Keeffe, Macedonia Liason Officer,  
Indaver Ireland Ltd