



TRAIN-THE-TRAINER TEAM DEVELOPMENT PROGRAM

The following sample agenda is designed to layout the purpose, objectives, and outcomes for the program.

1. To think creatively and proactively to address upcoming challenges
2. To develop skills to support team members through each of these steps
3. To develop training skills in teamwork
4. To understand potential road blocks in team development
5. To develop group management tools

The program will be interactive, with concrete examples, and strategies that are immediately applicable to an internal training program. The leaders will work to understand how to overcome resistance, understand the roadblocks, and clearly articulate advantages of working together.

Introduction and objectives of the workshop (15 minutes)

- Facilitator intro
- Purpose of the workshop
- Expectations and outcomes
- Key learning objectives

Train the Trainer Activity (60 minutes)

This activity involves the planning, implementation, and executive of a team project. Role identification, collaboration, communication, innovation, and reframing are all aspects of the overall activity.

Following the activity, we will be working on developing strategies to cross communicate. The session will focus on extracting the learning and developing action items to immediately apply in the workplace.

Training Model Discussion (75 Minutes)

- Activity debrief and application
- Moving forward as a trainer
- Active listening
- Content exploration: training best practices
- Support and providing solutions

Applying Best Practices to Your Leadership Training / Debrief (60 Minutes)

- Review best practices
- Developing action plan
- Debrief