

Train the Trainer Workshop

Introduction

The train the trainer workshop is designed for HODs and those responsible for training in your organisation. Your team member will gain the knowledge and skills to confidently plan and deliver effective training in their work environment.

Training is often used as a reactive solution to better performance rather than a proactive one. This workshop ensures that the training planned is relevant to learner's job roles and is delivered consistently. All examples and scenarios are linked to the hospitality industry giving the delegates ideas of what, to who and how to deliver training in their current positions.

Day 1 of the workshop concentrates on giving your team member all the tools and knowledge to be able to design their own 10-minute training session which will be assessed on day two.

Day 2 consists of some learning, then the majority of the day involves the delegates delivering their 10-minute session to the rest of the group, receiving feedback and creating an action plan.

Objectives

By the end of the workshop your team member will be able to ...

- ✓ Conduct a simple analysis of the learning needs in your business
- ✓ Identify the most appropriate method of training subject
- ✓ Design a structured training session they can run immediately back in the workplace
- ✓ Deliver interactive and engaging training to inspire their team
- ✓ Self-analyse, convey and accept constructive feedback

How this workshop will benefit your business:

- ✓ Create a structured and **proactive** approach to training
- ✓ **Engage, Inspire** and **motivate** your team through **effective** training delivery
- ✓ Build **confidence** and **skills** in training design and delivery **relevant** to the **hospitality** industry

Key areas that will be covered:

- ✓ **Analysis** – understanding and implementing a simple training need analysis
- ✓ **Learning styles** – Introduce, discuss and identify the importance of tailoring training to meet them
- ✓ **Design** – a effective training session that can be run immediately back in the work place
- ✓ **Delivery** – build confidence to deliver engaging and inspiring training
- ✓ **Feedback** – enhance skills in giving and receiving feedback

Who should attend?

This two - day workshop has been designed for any Team members, Managers, Duty Managers and General Managers that are responsible for training delivery

The facilitators on the day will be:



Sarah Brickwood

An award-winning Learning and Development professional with 20 years in the Hospitality and Leisure Industry and experience within Reception, Reservations and Sales.

“Having worked in national training and support management roles for two large UK hotel chains and managing training teams, this led to setting up my own training business in 2008.”

“I love working with hospitality businesses to support them to achieve their goals and enjoy building relationships with team members at all levels. The best part of my job is spending time with an individual team member, a team or a business and seeing the difference it makes once they have built the skills and confidence to deliver.”

Jen MacPherson

Jen is an experienced trainer with 20 years in the Hospitality Industry with particular expertise in the Food and Beverage sector.

“I spent the early part of my career in hotels and restaurants progressing from supervisory to managerial roles within the industry. For the past 12 years I have been training, coaching and developing teams and individuals from both small companies and large organisations with multiple sites across the U.K.”

“I am passionate about supporting teams and individuals to achieve their objectives and in turn their business goals in this energetic and fast paced industry. I find it rewarding to see the enjoyment someone experiences as they develop the confidence and skills needed to progress along their career journey in hospitality.”



BOOK NOW

Places available at £399.00 per delegate