

(QQI) Level 6 (6N3326) Training Delivery & Evaluation

Date	Time	Content
21/11/16	9.30am – 4.00pm	⇒ Induction ⇒ Theory of Training and Adult Learning ⇒ The Role of the Trainer ⇒ Tutorial (Assessment information).
28/11/16	9.30am – 4.00pm	⇒ Training Needs Analysis & Programme Design ⇒ Preparing for Training Delivery ⇒ Tutorial.
05/12/16	9.30am – 4.00pm	⇒ Delivery and Assessment
12/12/16	9.30am – 4.00pm	⇒ Evaluation of Training ⇒ Tutorial.
16/01/17	9.30am – 4.00pm	⇒ Learner Assessment – Skills Demo 1 ⇒ Learner Assessment – Skills Demo 2 ⇒ Close

To equip the learner with the knowledge, skill and competence to deliver, assess and evaluate training and development interventions. Also, to attain a national award. The programme is designed primarily for learners working in care home and healthcare settings.

Learning Outcomes

On completion of this course participants will be able to:

- Outline the theory underlying the delivery and evaluation of training
- Explore the elements which impact on the effectiveness of a training session
- Demonstrate an awareness of current legislation with regard to training provision
- Deliver appropriate training content and materials using a range of training aids
- Provide constructive feedback to participants in relation to training

- Apply a comprehensive range of specialised training delivery and evaluation skills
- Appraise a range of evaluation approaches and techniques used
- Devise a training evaluation process
- Report on a training evaluation to include the identification of areas of success and of improvement opportunities.

Course Content

- Learning theory
- Best practice in training
- Legislation
- Effective training delivery
- Assessment of learning
- Training evaluation

Who should apply?

People who are interested in delivering training in the workplace, or existing trainers who wish to perfect their skills. Please ring (details below) to receive further information to help you evaluate your capacity to undertake this programme successfully.

Entry Requirements

QQI Level 5 Certificate, Leaving Certificate or equivalent qualifications and/or relevant life and work experiences. A reasonable standard of spoken and written English is desirable. Relevant prior learning of any type may be taken into account. Our Learner Entry procedure applies.

Certification

QQI Level 6 Component Certificate (Google 'QQI 6N3326' to view the award Specification)

Participants wanting to obtain certification must undertake a significant amount of assessment work in their own time. Full attendance is necessary, and it is the learner's responsibility to achieve the award.

Assessment consists of:

Assessment

Project 40% - Based on a practical issue in the learner's workplace. To be submitted as a written report within a number of weeks of course end.

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Skills Demonstration 40% - delivery of a mock training session towards the end of the course.

Learner Record 20% - the learner's self-reported and self-reflective record in which he/she describes specific learning experiences, activities, responses and skills acquired.

Assignments:

- Please note all written assignments must meet the Education Centre policy on plagiarism
- In the event of unforeseen circumstances (e.g. Illness) the Education Centre will facilitate a student to submit their assignment to QQI at the next submission date
- This offer is available for the next submission date only

Training methods

Short Power-point presentations, Group exercises, experiential role-play, case studies.
[Trainer with 20 years supervisory and management experience, 10 years as trainer/coach.]

- **Cost: €425.00**– booking form and payment required in advance of course commencement.
Fee is **non-refundable**

Further Details on all the courses provided by the Education Centre are available on
www.stlukeshome.ie/education-centre