



Course Duration: One Day

The Training You Need: The Results You Want

Outline:

Engaging people in learning

- Barriers to learning
- How to tap into the learners intrinsic motivators

Understanding how people learn

- Learning styles
- The steps of learning
- Applying adult learning principles
- Using structure to help people learn and stay on track

Following up and giving feedback to imbed the learning

Planning to get the training done

- Identify barriers to training
- Determine the training needs of your Department/team
- Developing a training plan for your team

Managing difficult learners

For more information, please go to the public course calendar at www.rapidresults.co.nz

Aim:

This On-Job Training & Coaching Techniques course aims to promote a culture of excellence through individual and small group on-job training.

Outcomes:

1. Identify how people learn a new skill, how they forget a new skill; and the manager's role in this!
2. Identify that people have different learning styles and how this impacts their learning. How a manager can use this to increase the effectiveness of on-the-job learning
3. Use a simple 5 step model for on-the-job training
4. Plan how to get training done without necessarily doing it yourself!
5. Identifying the "roadblocks" that prevent you from doing consistent on-the-job training and plan to overcome them
6. Learn how to do a "training audit"
7. Know how to create and implement a "training plan"

DATE: Wednesday 29th March 2017

VENUE: Waipuna Hotel & Conference Centre
58 Waipuna Road

Mt Wellington
Auckland

COST: \$620 + GST

All meals and workbooks are included

This course is registered under the NZTE Capability Voucher Scheme and you may be eligible for funding of up to 50% of the cost up to a maximum of \$5,000. Please contact us for details, or visit this link to register your company; <https://app.regionalbusinesspartners.co.nz/Business/SelfRegister>

