

TRAIN THE TRAINER

ALSO KNOWN AS THE LEADER DEVELOPMENT INSTITUTE (LDI), THIS 10-DAY INTENSIVE SESSION PREPARES PROGRAM LEADER (PL) CANDIDATES TO SUCCESSFULLY DELIVER KT WORKSHOPS.

Introduction: *PL candidates meet as a group with the LDI leader to kick-off the LDI.*

- Complete introductions, discussions about expectations, and a review of workload
- Review schedule, establish ground rules, assign initial evening work

Content Demonstrations: *The LDI leader demonstrates segments of the workshop.*

- Provide a best-practice example for PL candidates to follow
- Ensure that everyone in the LDI has a firm conceptual baseline to work from
- Form the basis for detailed discussions about instruction and concepts
- Provide PL candidates with the opportunity to develop content for their teaching examples

Systematic Learning: *All KT workshops are delivered using a structured approach to instruction.*

- Ensure concepts are clearly and uniformly presented
- Practice this process during the LDI by delivering short segments of the actual workshop
- KT instructor materials use this process as the basis for all delivery of workshop material

Practice Teaching: *The PL candidate delivers all critical segments at least once during the LDI.*

- Practice in front of the LDI leaders and other PL candidates
- Receive detailed feedback on your concept knowledge, use of systematic learning, presentation skills, and provide feedback to others

Conceptual Depth: *PL candidates are provided with detailed documentation about each KT process.*

- Explain concepts in detail – both ‘live’ and as evening work
- Learn from the LDI leaders and other PL candidates in daily review sessions

Coaching and Critiquing: *PL candidates learn and apply to provide effective coaching and feedback.*

- Learn to assess KT process work and identify key areas of difficulty
- Consider the type of coaching or feedback needed to improve process use
- Practice these techniques in live scenarios

Performance Tracking: *PL candidates and LDI leaders continuously assess progress.*

- Complete formal reviews mid-way through and at the end of the LDI
- Ensure that expectations are being met, and corrections can be made as needed

Planning for Success: *The LDI leaders and PL candidates plan next steps to ensure a successful checkout and ongoing effectiveness.*

- Review roadmaps and other support tools for PL candidates to complete the certification process
- Create a plan for your checkout teach