



## Positioning your training for maximum impact within your organisation

*"This course has given me an infusion of confidence"*

### Why?

Because millions of dollars are wasted on training every year!

In many of today's successful organisations the development of our employees is recognised as a necessary contributor to staying at the top. The days of 'menu-driven' training seem to be fading fast... The new-style approach demands a shared understanding of

how training and development can best support the organisation's business strategies.

This tightly-designed workshop starts from the premise that training must be linked to an organisation's purpose/mission; training actions are a direct response to its strategic needs and objectives.

The workshop is driven by the belief that the role of the people development function is to help create a culture where training actions are effectively transformed into measurable performance improvements.

### Who?

- Anyone concerned about how the training budget is spent!
- Training managers
- Human resources managers with training responsibility
- Consultants
- Line managers



*"wow factor = 10/10"*

## Schedule

### DAY 1

#### Icebreaker, gap, needs

- The role of HRD
- Brainstorm of activities
- The HRD Job case study
- Individual pie-chart

#### Training strategy

- Video case study & discussion
- The 'Strategic Cascade'
  - The model
  - 25 questions they thought you'd never ask
- AIRTRAIN Part 1
  - Strategic training exercise
  - Team presentations

### DAY 2

#### The training plan

- How to create a training plan
- AIRTRAIN Part 2
- Training plan exercises

#### Training needs analysis

- Surveys and questionnaires
- Skills and competencies
- AIRTRAIN Part 3

#### Training design

- Learning objectives
- Design model
- AIRTRAIN Part 4

### DAY 3

#### Training evaluation

- The 4 levels of Kirkpatrick
- Clustercards exercise
- Instrument design workshop
- Small team presentations

#### Managing training transfer

- What could go wrong?
- The 8P's
- AIRTRAIN Part 5
- The Bridge Game
- The Transfer Bridge Investigation

*"best" training I have attended in years"*

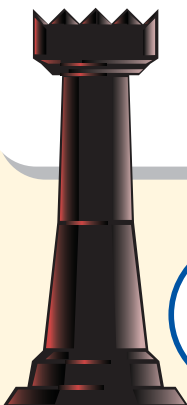
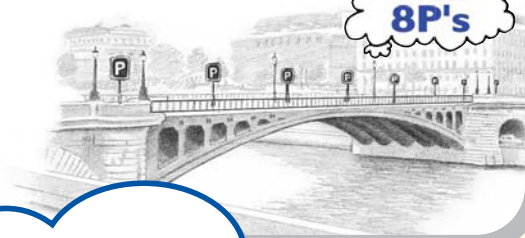
### What?

During these intensive 3 days ...

- you will learn how to create a human resources development plan by collecting evidence of the organisation's needs
- you will then learn how to monitor and evaluate training design and delivery in order to make sure that courses are relevant
- above all, you will discover the importance of managing the training transfer environment – in other words, making sure that the skills, knowledge and attitudes learned during training get turned into measurable progress back on the job

- you will be working in small teams on a host of practical exercises (many of them based on our unique 'Airtrain' case study)
- you will learn how to introduce the Strategic Cascade, the 4 Levels of Evaluation and the 8P's of the Learning Transfer Bridge into your own organisation's approach to training
- before you leave, you will have completed your own Human Resources development function checklist, and have identified an action plan to take back to your workplace.

**THE 8P's**



### When & where

Please see our website for dates of our public programmes, or contact us if you would like to organize a Focus on Training workshop (or any other event) exclusively for your company.

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### FEES:

The participation fee is €2500 which includes all handouts and materials, lunches and refreshments.