



TRAINING ANNOUNCEMENT

COURSE TITLE: Instructor Development Workshop (MGT-323)

DATE: August 20-22, 2024

LOCATION: Campbell County Fire Training Center
10 Training Center Drive
Highland Heights, KY

TIME: 8:00 AM - 5:00 PM each day

COURSE DESCRIPTION:

This 24-hour course primarily serves to give insight into adult education and enhance the instructional skills and styles of experienced instructors. The course focuses on best teaching and training practices, and it enhances understanding of instructor competencies set by the International Board for Standards for Training, Performance, and Instruction (ibstpi®). This course emphasizes the active, learner-centered style of delivery and student experience. Instructors of the course model how to facilitate classroom discussions and motivate and encourage participants. Participants in the course will reflect on their learning and have many opportunities for self-evaluation. The course follows a problem-based training model, focusing on providing performance, technical, and higher-level skills instruction. Organizations that want courses delivered with professional polish could benefit from this professional development opportunity to ensure proficiency in training methodology and strategy.

It incorporates effective problem-based instruction in addition to the traditional lecture format. Facilitation of classroom discussions, motivation and encouragement of participants, and self-evaluation are modeled throughout this course.

Expert-level instructors deliver this modular course within a three-day timeframe. Training occurs in the form of lectures, group discussions, practical exercises, and peer- and self-assessments. Participants spend significant time working in small groups and participating in facilitated discussions and teach-backs to develop and enhance their training skills.

PARTICIPANT CRITERIA:

Animal Emergency Services, Agricultural Safety, Citizen/Community Volunteer, Emergency Management, Emergency Medical Services, Fire Service, Governmental Administrative, Healthcare, Hazardous Materials, Information Technology, Law Enforcement, Public Health, Public Safety Communications, Private Sector/Corporate Security and Safety Professionals, Public Works, Search and Rescue, Transportation Security



Pre-Test:

Participants must complete a pre-test prior to the class. Please use the link in the attached letter to register for the course and take the pre-test on the NCBRT Website. Participants Must complete the pre-test prior to the registration deadline (August 12, 2024).

SPONSORSHIP:

This Course is sponsored by the Campbell County Office of Emergency Management and the Kentucky Office of Homeland Security. Delivered by the NCBRT at Louisiana State University. All training delivered by the NCBRT is certified by DHS and offered tuition-free to the nation's emergency response community and associated stakeholders.

INSTRUCTIONS:

- 1) Course enrollment maximum is 40 participants.
- 2) There are no course fees.
- 3) **Pre-registration is required by August 12, 2024.**
- 4) If you have trained with NCBRT before, enter your FEMA SID, Last Name, and First Name. If your training record is found, your registration form will be pre-filled for you. Otherwise, click Register as New Person to fill out a blank registration form.
- 5) **Register online at:** <https://train.ncbrt.lsu.edu/Student/Register?ClassID=31300> using Class ID: 31300 and Class Access Code: NCBRT323

If you need assistance with the online registration site, please contact the NCBRT Help Desk at: help@ncbrt.lsu.edu.

If you have questions contact:

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Office of Emergency Management

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