



## PB INSTITUTE OF RESEARCH AND TECHNOLOGY

P.O Box 21457-00100

Nairobi - Kenya

Mobile: +254 721 214 795

Email: [info@pebblesinstitute.org](mailto:info@pebblesinstitute.org)

### Train-the-trainer In OHS

Duration: 5 days

On-Site

## 01 Who Should Attend

- This course is ideal for;
- OHS managers
- Training managers
- HR professionals
- Safety trainers
- Supervisors
- Team leaders
- Compliance officers
- Educators in OHS fields
- Individuals interested in developing training skills
- Organizational development specialists



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### **02 About the Course**

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Train-the-Trainer in OHS: Developing Competent Trainers training equips professionals with the methodologies to develop and empower effective occupational health and safety (OHS) trainers. This course focuses on analyzing training needs, applying adult learning principles, and understanding the impact of effective facilitation on learner engagement and knowledge transfer. Participants will learn to design interactive training sessions, deliver engaging presentations, and understand the intricacies of assessment and feedback techniques. By mastering train-the-trainer skills in OHS, professionals can enhance the quality of safety training, build internal training capacity, and contribute to the creation of a knowledgeable and safety-conscious workforce.

The development of competent OHS trainers necessitates a comprehensive understanding of pedagogical principles and facilitation techniques. This course delves into the nuances of instructional design, communication strategies, and evaluation methods, empowering participants to develop and implement tailored train-the-trainer programs. By integrating adult learning theories with practical training skills, this program enables individuals to lead initiatives that promote effective OHS training and foster a culture of continuous learning.



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### **03 Workshop Objectives**

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- Implement techniques for conducting training needs assessments and analyzing trainer competencies.
- Understand the role of adult learning principles and instructional design in trainer development.
- Implement techniques for designing and developing engaging OHS training materials for trainers.
- Understand the principles of effective facilitation and presentation skills for OHS trainers.
- Implement techniques for conducting interactive training sessions and activities.
- Understand the role of assessment and feedback in trainer development.
- Implement techniques for evaluating trainer performance and providing constructive feedback.
- Understand the legal and regulatory requirements related to OHS training and trainer qualifications.
- Implement techniques for developing and delivering train-the-trainer evaluation and improvement plans.
- Understand the challenges and opportunities of developing OHS trainers in diverse workplaces.
- Understand the role of continuous professional development for OHS trainers.
- Develop strategies for continuous improvement in train-the-trainer programs.

### **04 Module Topics**

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#### **Module 1: Foundations of Train-the-Trainer in OHS**

- Principles and importance of effective train-the-trainer programs in OHS.
- Understanding the role of competent trainers in workplace safety.
- Benefits of developing internal training capacity.
- Historical context and evolution of train-the-trainer programs.



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### **Module 2: Training Needs Assessment for Trainers**

- Techniques for conducting training needs assessments and analyzing trainer competencies.
- Implementing surveys, interviews, and performance evaluations.
- Utilizing competency frameworks and assessment tools.
- Managing trainer needs assessments.

### **Module 3: Adult Learning and Instructional Design for Trainers**

- Role of adult learning principles and instructional design in trainer development.
- Understanding andragogy and experiential learning for trainers.
- Implementing instructional design models for trainer training.
- Managing instructional design for trainers.

### **Module 4: Training Materials Development for Trainers**

- Techniques for designing and developing engaging OHS training materials for trainers.
- Implementing content development and design principles for trainers.
- Utilizing multimedia and visual aids for trainer resources.
- Managing materials development for trainers.

### **Module 5: Facilitation and Presentation Skills for Trainers**

- Principles of effective facilitation and presentation skills for OHS trainers.
- Understanding communication styles and techniques.
- Implementing interactive facilitation methods.
- Managing presentation skills for trainers.

### **Module 6: Interactive Training Sessions for Trainers**

- Techniques for conducting interactive training sessions and activities.
- Implementing group activities, simulations, and case studies.
- Utilizing interactive training tools and techniques.
- Managing interactive training for trainers.

### **Module 7: Assessment and Feedback for Trainers**



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- Role of assessment and feedback in trainer development.
- Understanding assessment methods and techniques.
- Implementing constructive feedback strategies.
- Managing assessment and feedback for trainers.

### **Module 8: Trainer Performance Evaluation**

- Techniques for evaluating trainer performance and providing constructive feedback.
- Implementing observation checklists and evaluation forms.
- Utilizing feedback mechanisms and reporting.
- Managing trainer evaluations.

### **Module 9: Legal and Regulatory Requirements for Trainers**

- Legal and regulatory requirements related to OHS training and trainer qualifications.
- Understanding training record-keeping and compliance for trainers.
- Implementing trainer documentation and reporting.
- Managing legal compliance for trainers.

### **Module 10: Evaluation and Improvement Plans for Train-the-Trainer**

- Techniques for developing and delivering train-the-trainer evaluation and improvement plans.
- Implementing program evaluation metrics and feedback mechanisms.
- Utilizing data analysis and reporting.
- Managing program evaluations for train-the-trainer.