



# TRAIN THE TRAINER SEMINAR

Doing and teaching are distinct skills, and an expert is not always a great teacher. Even if the conditions for learning are great in a company, if trainers don't have practical tools and techniques on hand to transfer their knowledge, a huge amount of money and resources can be wasted. Trainers need practical skills to transfer their knowledge and ensure effective learning -- and that is where this seminar comes into play. This 4-day seminar is designed to help trainers communicate and train more effectively, so your company can spend more time on the things that matter.

## WHAT WILL PARTICIPANTS LEARN?

Practical tools to effectively train/mentor their apprentices, as well as theory-based tools to help understand which techniques to apply.

Topics include: designing your training plan and training modules, selecting appropriate teaching methods for different situations & learning styles, evaluating progress, effective communication and motivation, tips for preparing apprentices for exams, and more.

## WHO SHOULD ATTEND?

Supervisors and any employee who is responsible for teaching apprentices or other staff.

Although designed for trainers of apprentices, any employee who trains team members on a regular basis will benefit from this training: HR representatives and safety officers have found it valuable as well.

## HOW LONG IS THE TRAINING?

Three days of coursework and practice, followed by a written and practical examination on the fourth day. Study and reference material will be provided.

## CURRICULUM

The ICATT Apprenticeship Program has developed the Train the Trainer Seminar based on German Gold Standard from the famous "Ausbildung der Ausbilder", which is recognized in 35 countries. This seminar concept was specifically designed for apprenticeships and therefore it is very hands-on and relevant for the real-world work life.

Upon successful completion participants receive a certification as an internationally-approved trainer for apprenticeships.

## IS IT REQUIRED?

This seminar is open to anyone desiring to improve their company training, however, all ICATT Network Companies are required to have at least one certified trainer at the company. We recommend that at least 2 trainers/mentors complete the course, to allow for staffing changes.

312.585.8000 | [info@icattapprenticeships.com](mailto:info@icattapprenticeships.com)  
visit us at [icattapprenticeships.com](http://icattapprenticeships.com)

## SEMINAR FEE

Free for up to two participants from each ICATT Network Company

\$895 each for additional ICATT Network Company participant

\$1250 for non-ICATT Network Company participants

Limited to 16 participants on a first-come basis.

For more information and for upcoming dates, please contact

Geneva Scurek

scurek@gaccmidwest.org | 615.708.7246

## TESTIMONIALS

"Our tool room foreman and I attended the train the trainer course to ensure that our apprentice and company maximize the return on money and resources. The content design for the course and Geneva's passion, command of the subject matter and facilitation skills resulted in a seminar that exceeded our expectations. It provided theoretical and hands on training that will help us integrate ICATT objectives with our company's objectives. Every ICATT company apprentice sponsor should participate."

Paul Rimington | Safety Officer, Diemasters Mfg. Inc. and Treasurer & Director, Golden Corridor Advanced Manufacturing Partnership, NFP

"The training presented a systematic approach for relaying technical information to the students. It also provided me with step by step methods and proven teaching techniques that I've already put to use in my classes."

Mike Tannoury | Trainer  
Festo Didactic, Inc.

"The Train the Trainer seminar had an impact on me in my day to day contacts at work, home, and play. Before the seminar was even half way done, I found myself reacting to situations with a totally different approach. I would recommend this seminar to any

company that has people in a position of teaching and instruction. Ex: Safety Coordinator, Human Resources, Dept. managers and supervisors. I believe the reward could not be measured."

James Schaumann | Maintenance Lead  
PolyOne Corporation

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**100% of trainers who attended this seminar would recommend it to their coworkers to improve their training and communication skills**

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"Both presenters of the seminar did a great performance with great attitude. They always kept it interesting and the content was well-paced for every participant."

"I found the combination of learning methods and styles most interesting. We really nailed down how to set goals and that helped me create my company training plan a lot."

"Great seminar! It was filled with outstanding experience exchanges and discussion! Thank you!"

"I've attended several Train the Trainer seminars and this was the first one that included the chance to practice the techniques we discussed. Really valuable."

"I was immediately able to apply what I learned - even during a difficult call with a coworker on the third night of the training."

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