

Course Title/Qualification:	Society Training Officer Modules (1 -5)
Replaces previous course (if applicable):	Train The Trainer
Date course is available from:	September 2009
To be delivered by:	RefDM
Materials available:	Delegate Workbook, Tutor Guide, PowerPoint slides
Recommended duration:	2 hrs per module (some are via Distance Learning)
Cost:	Nil
Necessary pre-course qualification:	Normally RDA though exceptions may be made dependent upon Prior Learning and Experience
Progress route to next qualification:	See below
Brief description of course structure and learning style/delivery methodology:	
<p>The course is designed to give STOs additional skills, experience and qualifications dependent upon their competences and ambitions.</p> <p>Module 1 – Training Design (Distance Learning)</p> <ul style="list-style-type: none"> • Learning Styles questionnaire • Barriers to learning • Learning Styles in practice • Interactive styles • Design <p>Module 2 – Training Delivery</p> <ul style="list-style-type: none"> • Ice Breakers and Energisers • Building confidence • The effectiveness of the equipment and the room • Producing effective group work • Avoiding repetition when receiving feedback • Dealing with difficult delegates <p>Module 3 – Practical Assessment</p> <ul style="list-style-type: none"> • Trainer Assessment Form • Preparing for the session • Assessment of the session <p>Module 4 – CRDA Trainer Conversion Successful completion of this module gives an STO the qualification to deliver CRDA modules</p> <p>Module 5 – ELRA Trainer Conversion (Part Distance Learning) Successful completion of this module gives an STO the qualification to deliver ELRA. Normally it is expected that Module 4 will be successfully completed before starting on this module.</p>	
National contact person: (email address)	Andy Melrose – Training & Education Officer andymelrose@rfu.com