

# Professional Trainers Certificate

Accredited by the **Chartered Institute of Environmental Health**

## Facilitated by:-

Frameworks Learning &  
Development and  
NHs Brent - Health  
Promotion Unit

## Duration:-

Four Full Days  
9.30am - 4.45pm

## Date(s):-

Thursday 10<sup>th</sup> AND  
Friday 11<sup>th</sup> Sept 2009  
AND

Wed 30<sup>th</sup> Sept AND  
Thurs 1<sup>st</sup> Oct 2009

With an Optional Afternoon  
on **Friday 18<sup>th</sup> Sept 2009**

## Closing Date for applications:-

Following which, applications and  
course details will be confirmed  
Monday 3<sup>rd</sup> August 2009

## Venue:-

Rooms 206/207,  
Sudbury Primary Care  
Centre,  
Vale Farm,  
Watford Road, Wembley,  
Middlesex.  
HA0 3HG.

## Cost:-

Fully Subsidised (Free)  
to those who meet the  
attendance criteria

## For More information :-

Sandy Youngson  
Health Promotion  
Department, NHS Brent,  
Wembley Centre for Health &  
Care, 116 Chaplinb Road,  
Wembley, HA0 4UZ,  
020 8795 7438

[daat.training@brentpct.nhs.uk](mailto:daat.training@brentpct.nhs.uk)

## Aim:-

To enable participants to understand and put into practice:-

- How training can best be delivered to secure effective learning
- How to structure and design training sessions
- How to make training sessions interesting, stimulating and relevant

## Who Should Attend:-

This course is suitable for anyone who is starting out delivering information to their client group or the more experienced trainer interested in refining their skills

**The Course is funded specifically for Staff whose posts are funded by Brent DAAT/Brent Sexual Health/HIV budget or clinical staff from NHS Brent.** Places will be allocated by the DAAT & Sexual Health Training Manager in partnership with the funding commissioners. Early applications are advised.

Participants are required to prepare a 20 minute training piece following the first 2 days of training and deliver it to their peers during the second 2 day block.

## By the end of the training, participants will be able to:-

- Match training sessions to the needs and abilities of their participants
- Set SMARTER training objectives and secure learners commitment to achieving them
- Be aware of factors that influence learning and be able to recognise and accommodate different preferences
- Understand how learners have different preferences for receiving and assimilating information
- Select different and diverse training methods appropriately to meet different needs
- Design training sessions by carrying out effective planning and preparation
- Use a variety of different ways of communicating information and making training more accessible and interesting to learners
- Use feedback and evaluation to ensure a process of continuous improvement
- Understand a variety of different ways of assessing the effectiveness of training and measuring results

## Before attending this course we request that participants:-

- Complete and return an application form.

# Application Form

For Training on Substance Misuse  
and/or Sexual Health for anyone working with  
young people, adults and/or Community Leaders in Brent



Health  
Promotion  
Department

**To apply for a course, please print, complete then  
fax this form to 020 8795 6231** or Send it to

Sandy Youngson, Health Promotion Dep't, Wembley Centre for Health and Care,  
116 Chaplin Road, Wembley, Middlesex, HA0 4UZ.

daat.training@brentpct.nhs.uk

Tel:- 020 8795 7438

|   |                                  |                          |
|---|----------------------------------|--------------------------|
| Name  | <input type="text"/>             |                          |
| Job Title                                   | <input type="text"/>             |                          |
| Organisation                                | <input type="text"/>             |                          |
| Address                                     | <input type="text"/>             |                          |
|   | Post Code:- <input type="text"/> |                          |
| Telephone                                   | <input type="text"/>             | Fax <input type="text"/> |
| Work Mobile                                 | <input type="text"/>             |                          |
| E-mail                                      | <input type="text"/>             |                          |
| Access, Dietary<br>or other<br>Requirements | <input type="text"/>             |                          |

Title of Training **Professional Trainers Certificate – Brent DAAT/NHS Brent Staff**

Date of Training **10<sup>th</sup> & 11<sup>th</sup> & 30<sup>th</sup> Sept & 1<sup>st</sup> Oct 2009**

If you need to cancel your place on this training, please do so as soon as possible, failure to give at least five working days notice may result in your organisation or department being invoiced a **£100 fee for late cancellation or failure to attend the whole course** and may affect the access your organisation or department has to future courses managed by the Brent Drug and Alcohol Action Team / Health Promotion Department  
Intention to attend the full course is essential, Thank You.

Address for invoicing (in the event of non-attendance)

The Information given on this form will be held on a training and resorces database and will be used to develop our services and contact you about future training opportunities & new

Signature  
(of Applicant)

Date:-

Signature  
(of Manager)

Date:-