



**The Institution of Occupational Safety and Health**

Tailored Health and Safety Training – Syllabus

# **Workplace Health Promotion Facilitator Train-the-Trainer Programme**

# **Outline Syllabus: Workplace Health Promotion Facilitator Train-the-Trainer Programme**

## **Tailored Health and Safety Training – Syllabus**

### **Introduction**

This three-day train-the-trainer programme was designed by Dr David Gold for trainers to instruct the five-day Workplace Health Promotion Training Course, an IOSH Tailored course. It is licensed to the Fondation NetCare.CH.

The purpose of the Workplace Health Promotion Training Course is to develop a culture of prevention of non-communicable diseases and psychosocial issues in the workplace and provide participants with the knowledge and skills to develop, promote, stimulate and reinforce workplace health through the identification of psychosocial issues and non-communicable diseases and the means to prevent them through effective communications, facilitation, being a role model, and actively promoting health at work.

The Workplace Health Promotion Facilitator Trainer has the competencies to effectively arrange and implement the training of the Facilitator.

### **Goal**

The goal of the Train-the-Trainer Programme is to develop the participants' knowledge and skills so they are prepared to instruct the Workplace Health Promotion Facilitator Training Programme, leading a cascading effect to influence the development and implementation of a workplace health promotion programme and a health promotion culture.

### **Learning objectives (Train-the-Trainer Course)**

On successful completion of the course, participants will have the required knowledge, skills and information to:

1. Describe the role of the trainer of the Workplace Health Promotion Facilitator Programme and explain how this type of adult learning methodology makes it easier for adults to learn.
2. Describe in detail a structured lesson plan **and** annotate the lesson plan to adapt to the needs of a specific audience.
3. Carry out the preparation of instructional materials, handouts, and the classroom facility
4. Select an appropriate instructional method associated with the subject you are instructing
5. Describe the means of using and the advantages of five different teaching and learning resources.

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6. Prepare and demonstrate in a classroom the instruction of an assigned micro-presentation demonstrate presentation skills and discussion animation with another participant
7. Describe the importance of participant evaluation
8. Describe the required reporting requirement for IOSH certification

## **Participant prerequisites**

Participants in the train-the-trainer course should be a medical doctor, a registered pharmacist or a health-care professional.

## **Who should attend**

This training programme is for prospective trainers of Workplace Health Promotion Facilitators.

## **Duration**

The programme consists of three days. The trainers will subsequently be evaluated while they in turn instruct the Workplace Health Promotion Facilitator Training Course.

## **Programme (Train-the-Trainer Course)**

1. Pre-test and introduction
2. How adults learn
3. The structured lesson plan and learning objectives
4. Instructional methods
5. Teaching and learning resources
6. Micro-teaching assignments
7. Participant assessment
8. Administrative and reporting requirements
9. Post-test and concluding remarks
10. Evaluation
11. Trainer evaluation

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### **Certification**

A Workplace Health Promotion Facilitator Trainer Certificate is awarded to all those who attend the course and successfully complete the written and practical assessments

The trainer will be evaluated by a 25 question assessment paper, a micro-teaching assignment and being evaluated by a master trainer while they instruct the Workplace Health Promotion Facilitator course.

### **Approval criteria for course providers**

A suitably qualified person should deliver or supervise the course and will normally be:

- a medical doctor,
- a registered pharmacist or
- a health-care professional.

It is the responsibility of the course provider to ensure that suitable tutors are used.