



The Institution of Occupational Safety and Health
Tailored Health and Safety Training – Syllabus

Safety, Health and Security for the Mobile Worker: Train-the-Trainer Course

A course for occupational safety and health practitioners

Outline Syllabus: Safety, Health and Security for the Mobile Worker: Train-the-Trainer Course

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Introduction

This three-day train-the-trainer programme was designed by Dr David Gold for trainers to instruct the two two-day Safety, Health and Security for the Mobile Worker courses, both IOSH Tailored courses, licensed to the International SOS Foundation.

The combined purpose of the two courses is to provide the occupational safety and health practitioner with the competencies necessary to actively participate in the management of safe, healthy and secure travel for individuals travelling as part of their work (the mobile worker) including risk assessment, developing and implementing travellers' briefings, building organisational directives, participating as a member of an organisation's incident management team and action planning.

The Safety, Health and Security for the Mobile Worker Trainer has the competencies to effectively arrange and implement this training.

Goal

The goal of the course, *Safety, Health and Security for the Mobile Worker: Train-the-Trainer* is for the participant to develop the knowledge and skills instruct the *Safety, Health and Security for the Mobile Worker* training programme, leading to a cascading effect to influence the development and strengthening of the role of the occupational safety and health practitioner in participating in an organisation's travel safety, health and security team.

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 *Safety, Health and Security for the Mobile Worker* training courses 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.
4. Select an appropriate instructional method associated with the subject being instructed.

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5. Describe the means of using and the advantages of five different teaching and learning resources.
6. Prepare and demonstrate in a classroom the instruction of an assigned micro-presentation demonstrating presentation skills and the animation of participant discussion.
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 travel medical or health specialist, a security specialist, a safety and health practitioner, a travel risk manager or an individual involved in the day-to-day management of travel safety, health and security.

The participant must also complete the following courses either prior to or concurrent with the Train-the-Trainer course:

- Safety, Health and Security for the Mobile Worker: Risks, Risk assessment and Travellers' Briefings
- Safety, Health and Security for the Mobile Worker: Building Organisational Directives, Incident Management and Action Planning

Who should attend

This training programme is for prospective trainers of Safety, Health and Security for the Mobile Worker courses.

Duration

The programme consists of three days. The trainers will subsequently be evaluated while they in turn instruct the two, two-day Safety, Health and Security for the Mobile Worker courses.

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

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10. Evaluation
11. Trainer evaluation

Certification

A Safety, Health and Security for the Mobile Worker 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 22-question assessment paper, a micro-teaching assignment and being evaluated by the lead trainer while they instruct the Safety, Health and Security for the Mobile Worker courses.

Approval criteria for course providers

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

- A travel medical or health specialist
- A security specialist
- A safety and health practitioner
- A travel risk manager or
- An individual involved in the day-to-day management of travel safety, health and security.

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