



## NAPPI uk Factsheet for: Equality & Diversity Awareness Training of Trainer Course. **NAPPI uk**



### Equality & Diversity Awareness Training of Trainer Course

#### Equality & Diversity Awareness Training of Trainer Course.

This one day course teaches the skills required to deliver in-house Equality & Diversity Awareness workshops. Gain confidence and learn facilitation and assessments skills.

All employees need to appreciate that within their service there will be people who have different characteristics, backgrounds and cultures and this can challenge personal views. Learn the skills to deliver a workshop that recognises the negative impact of discrimination and prejudice, but also identifies positive strategies that foster equality and diversity for the benefit of all.

The ability to develop staff is just one of the essential skills of an effective manager; however, the ability to talk in public does not come naturally and many people find it a nerve racking experience. We can help you overcome this.

#### Aim of this course:

Is to improve your training techniques and confidence when delivering interactive training to your staff. You will be taught the knowledge and presentation skills required in order to deliver a 3 hour long Equality & Diversity Awareness workshop.

#### Method of training:

A variety of presentation skills including demonstrations, discussions and group work. Performance objectives are established and checked after each module. Participant's performance is monitored and certificates issued that identify the modules successfully completed.

#### This course includes:

- Training materials for 20 participants (additional materials available to purchase).
- Access to the online trainer support system.
- Auditing and certification of the workshops you deliver.
- Your trainer certification lasts for 2 years (after which point you will need to re-certify).
- Telephone support.



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## Equality & Diversity Awareness Training of Trainer Course outline.

During this course you will be taught the facilitation skills required to deliver a 3 hour Equality & Diversity Awareness workshop that covers the following modules:

- Definition of Equality
- Protected Characteristics
- Types of Discrimination
- Stereotypes & Prejudice
- Definition of Diversity
- Language that Fosters Equality
- Strategies to Foster Equality
- Behaviour that Fosters Equality

## The trainer facilitation skills will cover:

- Discuss and learn new presentation skills
- Personal introduction (demonstration)
- Present Personal introductions
- Charting skills
- Common barriers to learning
- Developing a working alliance with participants
- Types of assessment
- Giving feedback
- Administration Procedures
- Reflection and feedback

## Important points to remember:

- This one day course will start promptly at 9.00 am and finish at 5.00 pm. Please allow ample time to get to the venue and find parking (if necessary).
- There will be 2 x 15 minute comfort breaks, one in the morning and one in the afternoon. Tea, coffee and biscuits will be available during these breaks.
- There will be a 45 minute lunch break at a time decided upon by the trainer.