



# Building Training Competency

Establish a more knowledgeable and capable workforce by providing employees with the tools and strategies they need to effectively train their workmates.



**FULLY  
FUNDED  
TRAINING**  
AVAILABLE

Staff on this programme come away with:

- enhanced confidence to train others
- key tools to use in the workplace immediately
- An understanding of how adults learn
- Skills to plan, motivate and evaluate.



**aspire2**  
Workplace Communication

# Why Building Training Competency?

Putting the learner front and centre.

Through collaborative small group work and targeted individual exercises, this programme offers an impactful approach to enhancing your staff's skills. It emphasises practical tools that can be immediately applied in the workplace, and there is plenty of practice to ensure confidence. We can also tailor materials to your organisation's specific documents, processes, and procedures.

Closing the gap between potential and performance.

## Delivery

- We come to your site, or can work from select locations throughout the country if required.
- Group size 8 - 12 participants
- Scheduled for a time that works for your organisation
- **Special Introductory Price: \$2,000 +GST per session** (8-12 participants, minimum 4 sessions)

Note learners maybe suitable for FULLY FUNDED spots. Speak to your Relationship Manager about eligibility.

## Eligibility

This programme is suitable for staff who are already training, new to the role, or taking on a training in the future.

## Content

Participants will:

- ✓ Learn how adults learn, including countering barriers to learning and building motivation.
- ✓ Develop lesson-planning skills, such as time management, sequencing, resource development, and giving instructions.
- ✓ Learn how to identify and obtain relevant, helpful learning outcomes.
- ✓ Learn how to evaluate what learning has taken place.

All learners receive a certificate of completion

Secure your training now, contact:



workplacecommunication@aspire2.ac.nz



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