



OFA TRAINING

**Welcome to today's webinar.
We will begin shortly.**

**For audio, please make sure
to also join the call.**

DIAL-IN HERE

WELCOME TO THE PROGRAM: OUR GOALS

- 1** **Understand** the role that a training manager plays at a progressive organization, and the strategic goals of a training department
- 2** **Be able to** start developing training modules, designing learning journeys, and managing training programs
- 3** **Feel confident** using adult learning theory to manage meaningful and exciting learning experiences





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Pair and Share



5 MINUTES



What do you hope to get from
this Fellowship?





Pair and Share



5 MINUTES



Press 1 on the phone

OR



Type in chat box



OUR LEARNING JOURNEY

- **TWICE A WEEK LIVE WEBINARS**
- **WEEKLY ASSIGNMENTS**
- **CHICAGO PRACTICUM**

CLASS CALENDAR

BOOKSHELF



LOGISTICS



We will meet for 75 minutes



This is an **interactive training**. We have time allocated for questions. Please press 1 on your phone, or use the chat!



A recording of this video and call will be available following this meeting



It's cool if you Tweet --
#OFAFellows



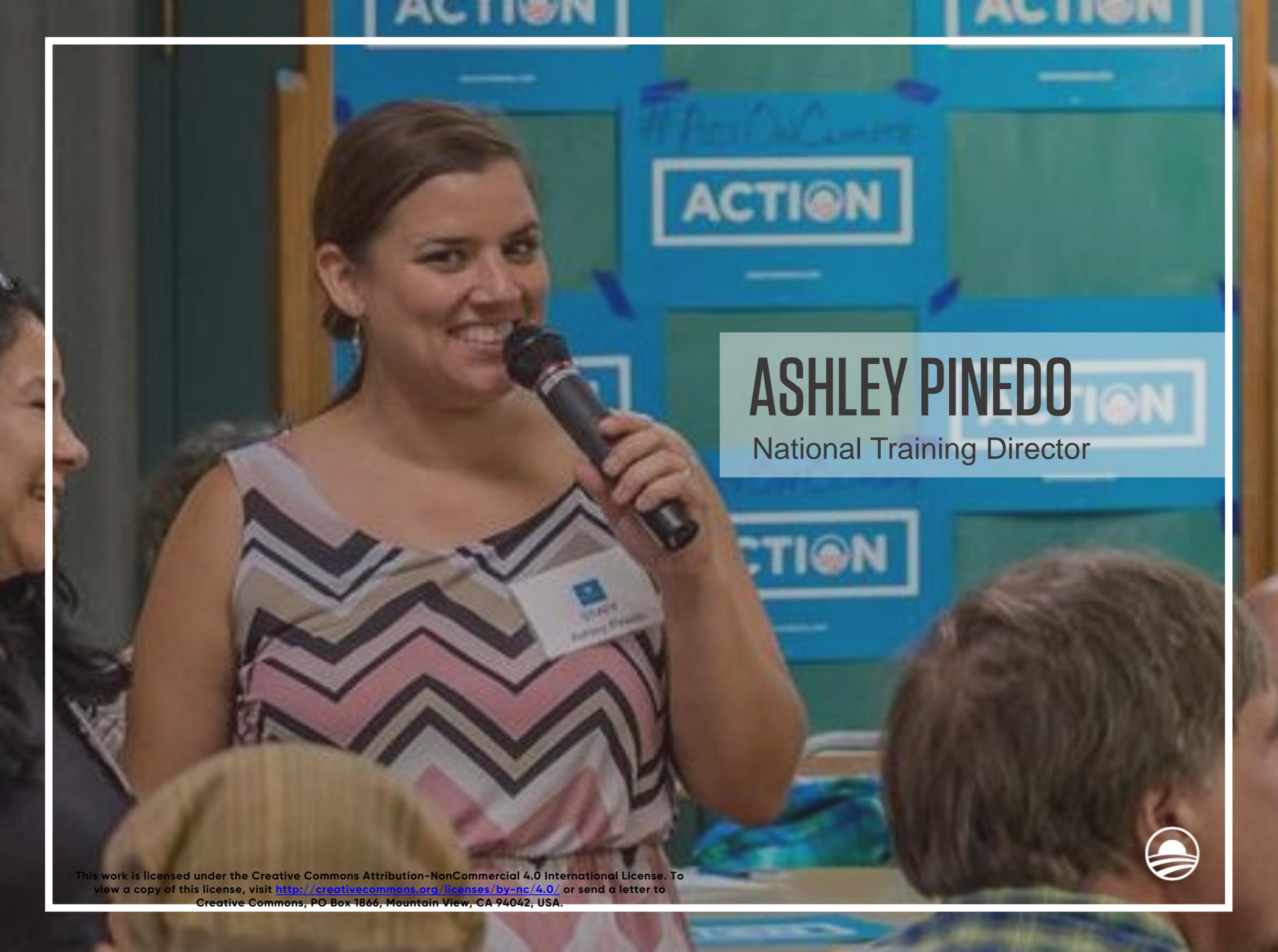


YOUR ROLE AS A TRAINING MANAGER

W/ ASHLEY PINEDO

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A woman with brown hair, Ashley Pinedo, is smiling and speaking into a microphone. She is wearing a sleeveless top with a colorful chevron pattern. A name tag is pinned to her top. The background is a blue wall with the word 'ACTION' repeated in white boxes. There are also some handwritten notes on the wall.

ASHLEY PINEDO

National Training Director



GOALS FOR TODAY

- 1** **Understand** the role of training at a progressive organization
- 2** **Be able to** assess/analyze organizational needs and propose training solutions
- 3** **Feel comfortable** advocating for training solutions to help meet the strategic goals of the organization



AGENDA FOR TODAY



- 1. Why Training**
 2. Training as a Solution
 3. Solving the Problem
1. Debrief and Close





Your Turn!



5 MINUTES



From your experience, what are the responsibilities or main goals of a training department?



Press 1 on the phone

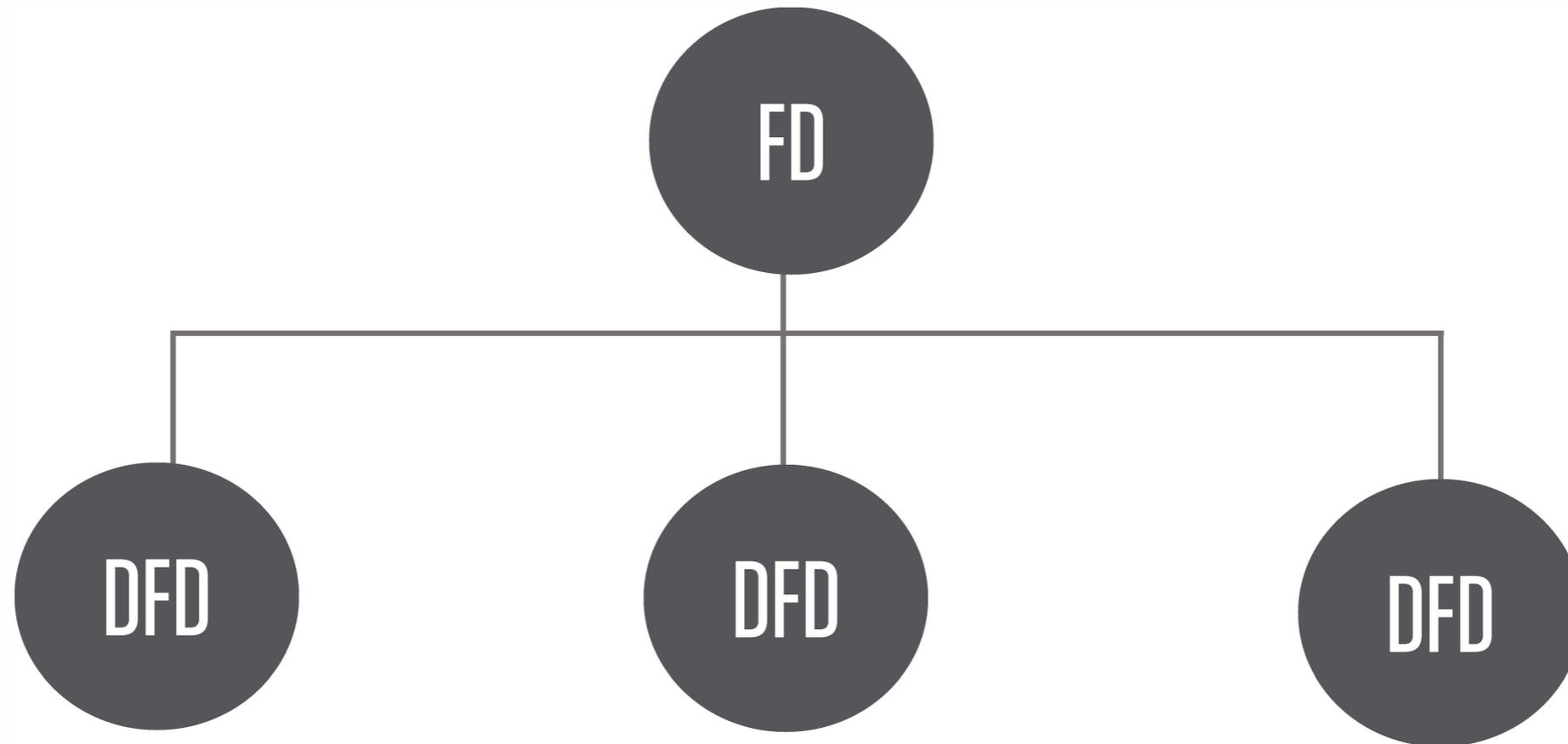
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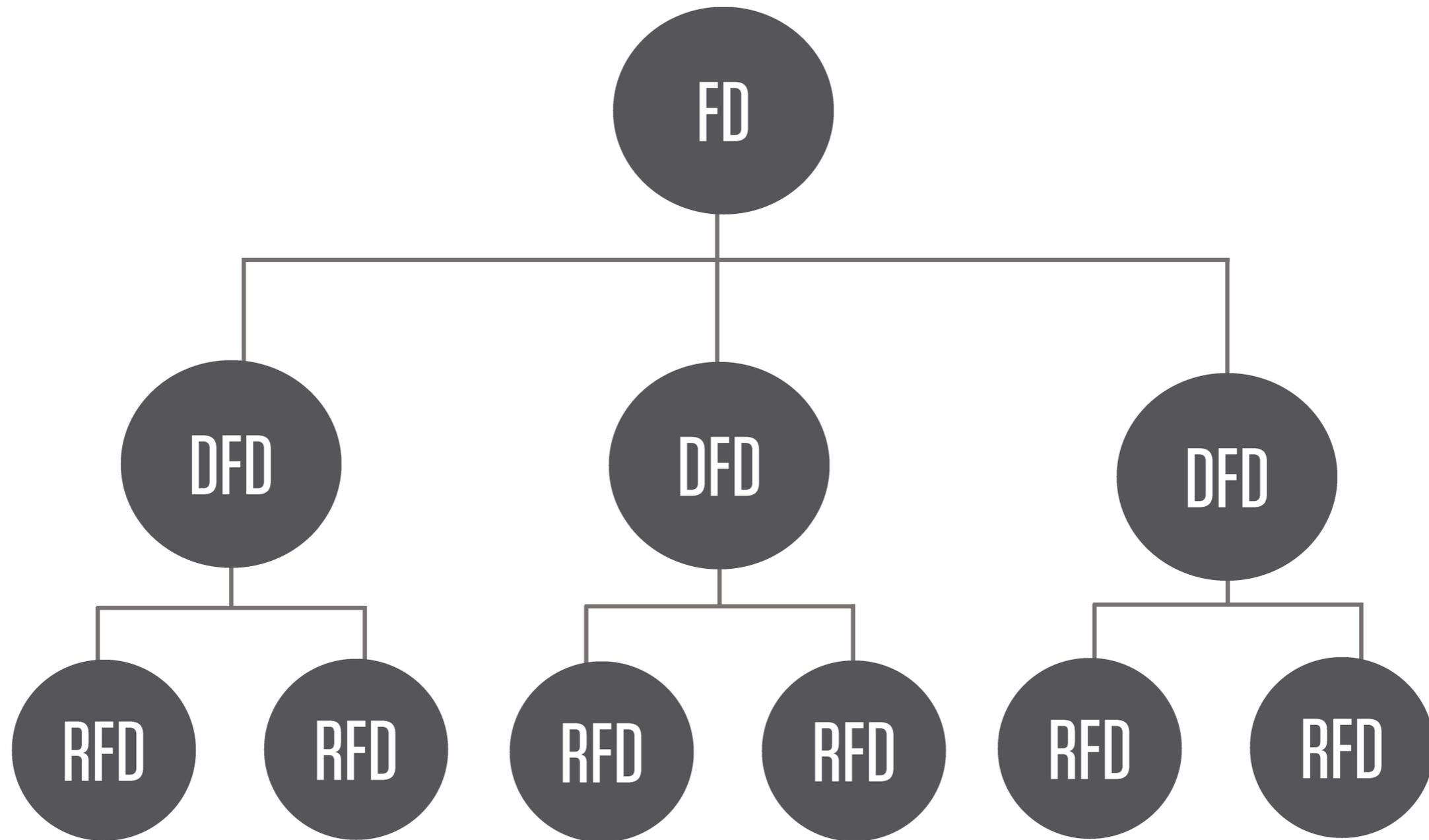


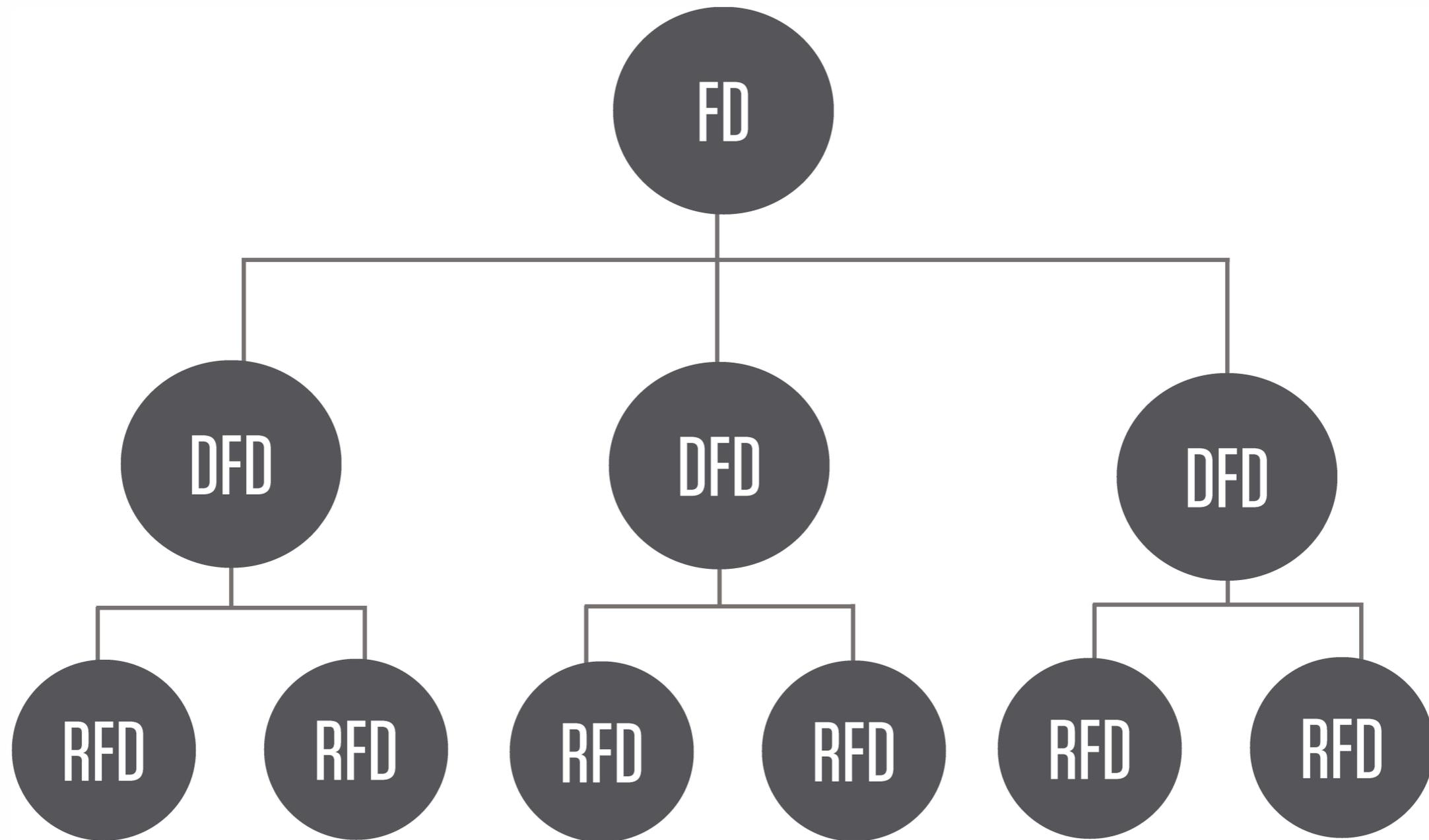
Type in chat box











What happens w/o a training department?



Key Goals of a Training Department

Build a consistent curriculum for the organization.



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Build a consistent curriculum for the organization.

Work directly with other departments to help meet the goals of the organization.



Key Goals of a Training Department

Build a consistent curriculum for the organization.

Work directly with other departments to help meet the goals of the organization.

Help bring on added capacity – staff or volunteers.



AGENDA FOR TODAY



1. Why Training
 - 2. Training as a Solution**
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Diagnosis and Treatment



Types of Performance Problems

CONDITIONS PROBLEM

- Access to necessary tools to meet goals



Types of Performance Problems

CONDITIONS PROBLEM

ATTITUDE PROBLEM

- Team members underperform because they are not bought into the mission or vision of the program or organization



Types of Performance Problems

CONDITIONS PROBLEM

ATTITUDE PROBLEM

TRAINING PROBLEM

- There is a pattern of team members lacking specific skills to meet goals
- Team members were trained on problem previously, but problem persists
- Preventive solution





Your Turn!



Experiential Activity #1
8 Minutes

1

Read four scenarios, which present management problems at fictional non-profit, Climate STRONG.

2

Determine what type of management problem each scenario presents and how training can help solve the problem

[ACCESS WORKBOOK](#)





Experiential Activity #1

DEBRIEF



Press 1 on the phone

OR



Type in chat box





What questions do you have?

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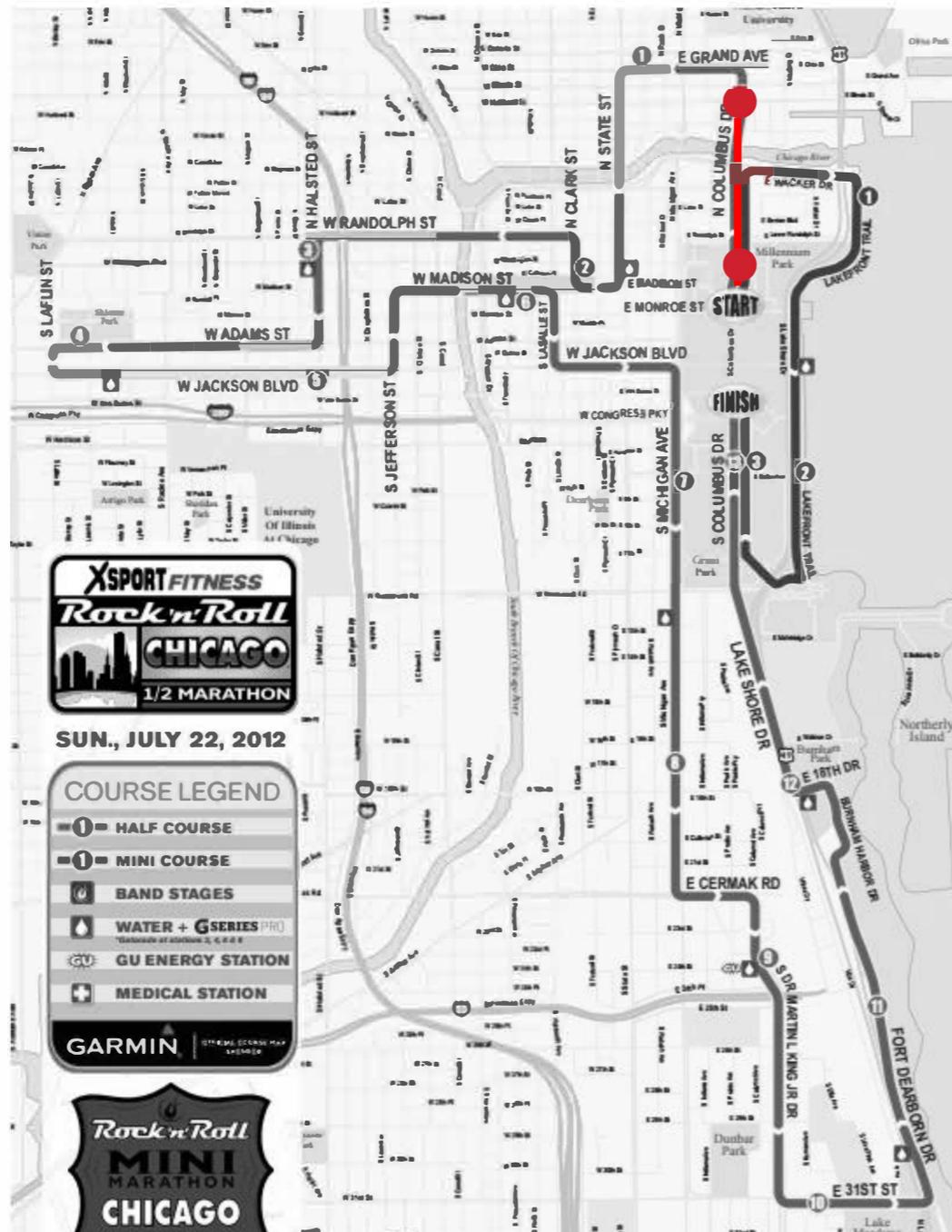
Narrowing the Problem



Learning is incremental.



Narrowing the Problem



Learn where your learners are and trace a journey that takes them from point A to point B.



Needs Assessments: Definition

A series of questions designed to understand what learners know and don't know, and thus what they need training on.



Needs Assessments: Purpose



**Identify a problem and
form a hypothesis.**



Needs Assessments: Purpose



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form a hypothesis.**



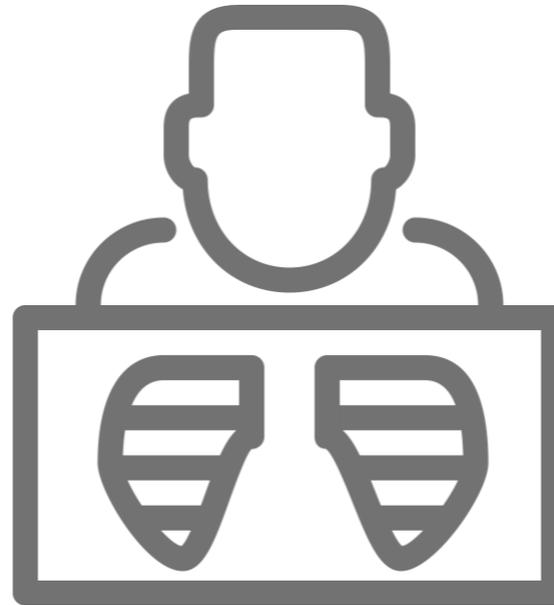
**Test your hypothesis
and form a more
specific diagnosis.**



Needs Assessments: Purpose



Identify a problem and form a hypothesis.



Test your hypothesis and form a more specific diagnosis.



Recommendation based on results.



Needs Assessments: Purpose

Training Manager identifies a problem and forms a hypothesis.

Needs assessment sheds light on hypothesis – confirms or refines.

Design training as a direct solution to the problem.



Needs Assessments: Format



What questions do you have?

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Your Turn!



Experiential Activity #1
5 Minutes

Thinking about your training problem at Climate STRONG, what questions would you ask participants to determine what your training will cover/focus on.

[ACCESS WORKBOOK](#)





Your Turn!



Experiential Activity #1

DEBRIEF



Press 1 on the phone

OR



Type in chat box



AGENDA FOR TODAY



1. Why Training
2. Training as a Solution
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 1. Debrief and Close



Training Solutions

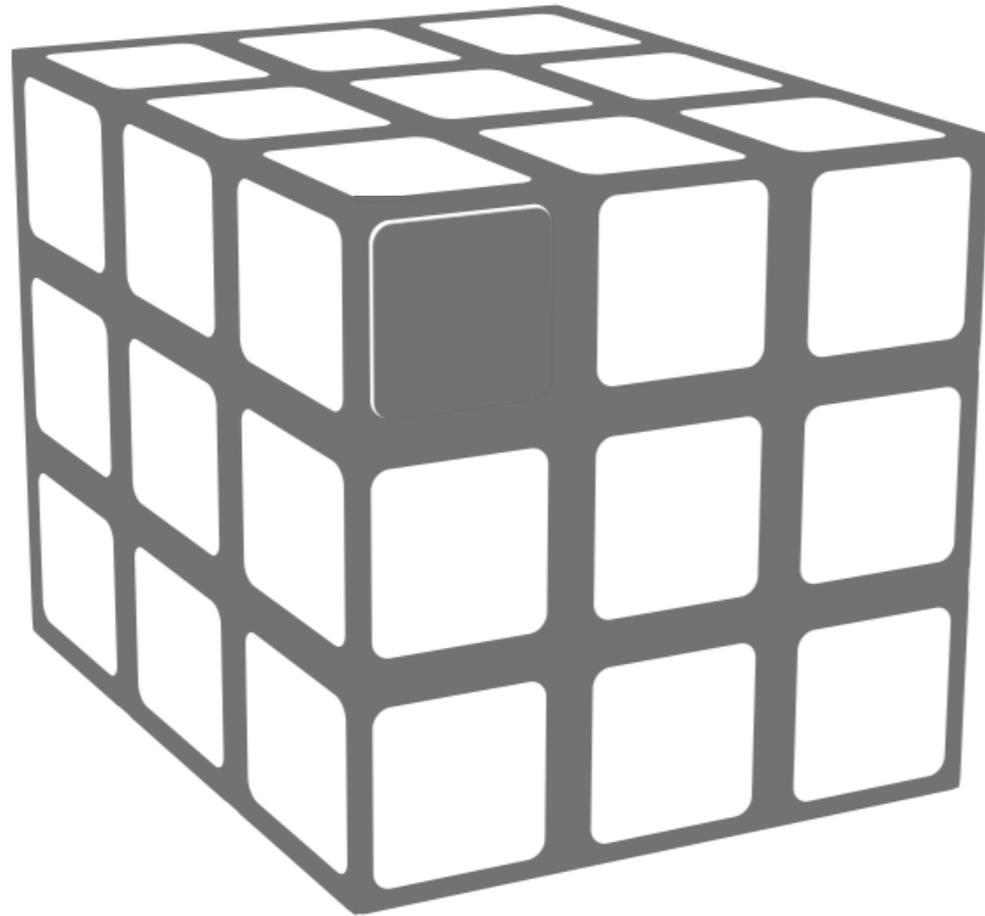
Module

Journey

Program



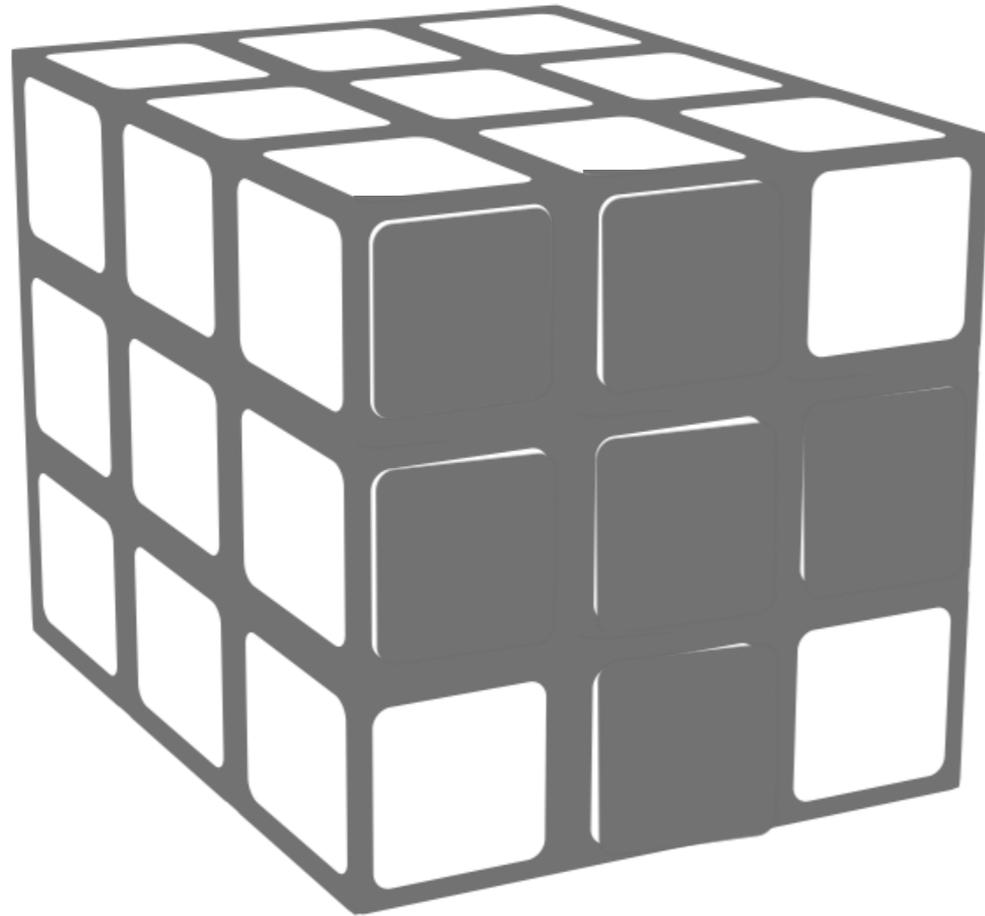
Training Solutions: Module



- ONE SKILL
- ONE CONCEPT
- 60-75 MINS



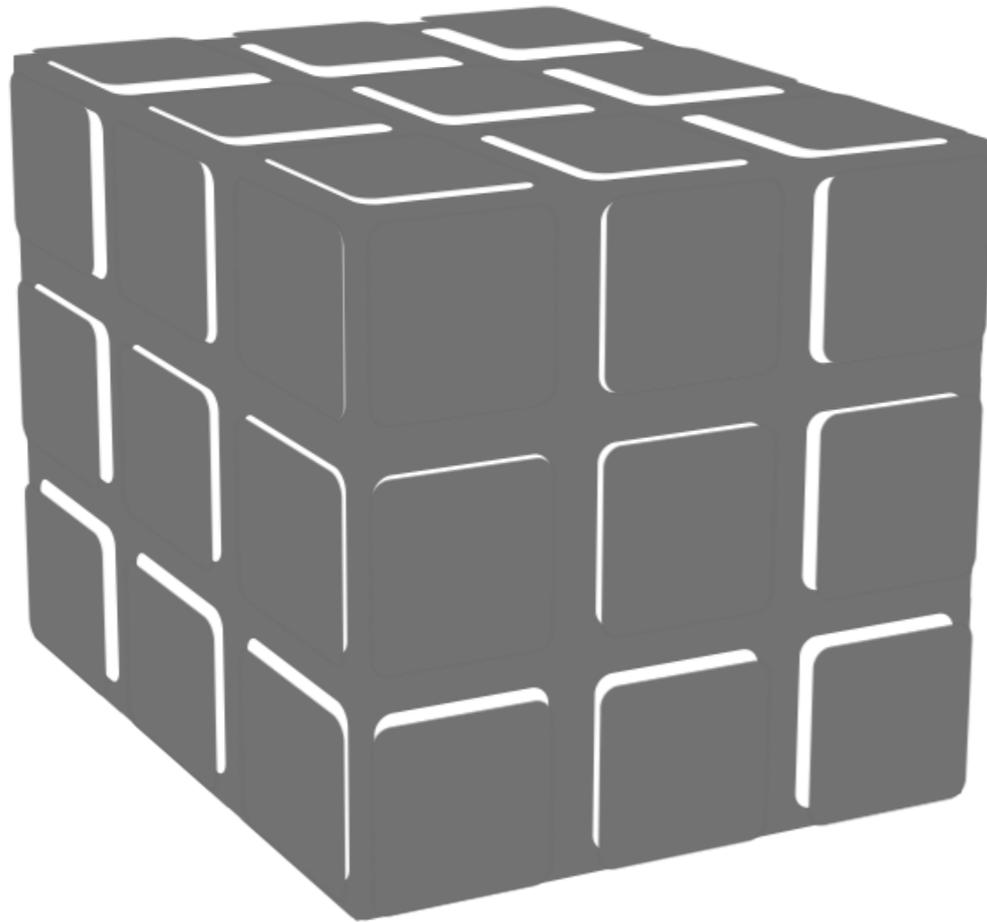
Training Solutions: Journey



- SEVERAL SKILLS
- BUILD ON ONE ANOTHER
- 4 TO 6 HOURS (4-6 MODULES)



Training Solutions: Program



- **CLEAR LEARNING PATH**
- **REPORTING AND ACCOUNTABILITY**
- **MORE THAN JUST TRAINING**



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Debrief



#OFAFellows

Using #OFAFellows, Tweet your biggest takeaway



GOALS FOR TODAY

- 1** **Understand** the role of training at a progressive organization
- 2** **Be able to** identify training problems and use needs assessments to narrow down training problems
- 3** **Feel comfortable** advocating for training solutions to help meet the strategic goals of the organization



KEY TAKEAWAYS

Training departments develop educational programs that enhance the ability of other departments to meet their goals.

Training Managers identify skill gap problems that can be solved through trainings: modules, journeys, programs. WE DON'T JUST TRAIN FOR THE SAKE OF TRAINING.

It is the responsibility of Training Managers to help key decision makers understand the value of training as a management solution.



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WEDNESDAY

7:30 PM CT

Adult Learning Theory

W/ Ashley Pinedo

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