

Living Healthy Retreat 2010

RESULTS OF SMALL GROUP WORK: CHALLENGES AND SOLUTIONS

Biggest challenges faced by Master Trainers	Suggested Solutions
<ul style="list-style-type: none"> • Feeling prepared for the entire day & consecutive days 	<ul style="list-style-type: none"> • Review material and remember to help your co-leader (and depend on your co-leader to help you).
<ul style="list-style-type: none"> • Providing constructive/negative feedback, especially to those trainees who do not seem qualified. <ul style="list-style-type: none"> ○ Making sure that people understand that not everyone who attends the training will “graduate.” (‘Just because your agency sent you, doesn’t mean that you will be a Lay Leader.’) 	<ul style="list-style-type: none"> • Utilize Regional Coordinator for assistance • Be clear about expectations from the beginning. <ul style="list-style-type: none"> ○ Share Lay Leader Job Description with trainees. ○ Does Region have a memo of agreement that clearly defines expectations?
<ul style="list-style-type: none"> • Ensuring everyone has a clear understanding of expectations. This is particularly difficult if someone is a healthcare professional. 	<ul style="list-style-type: none"> • Remind everyone (multiple times) that leaders MUST follow the script, regardless of their own personal/professional knowledge. • Explore evaluation tool that assists and models fidelity of the content.
<ul style="list-style-type: none"> • Helping trainees feel ready for the logistical preparation of their own workshops. 	<ul style="list-style-type: none"> • Make sure the Regional Coordinator attends at least part of the last day of the training, so that she can review all the logistics. • Create a script that can be added to the training and that Master Trainers can follow to help explain how workshops are run.
<ul style="list-style-type: none"> • Dealing with people who do not want to/refuse to do practice teach 	<ul style="list-style-type: none"> • Must do at least one practice teach. If they are not able to do this in front of fellow trainees, they aren’t ready to be leaders.

<ul style="list-style-type: none"> • Helping leaders (i.e. trainees) who are visually impaired. 	<ul style="list-style-type: none"> • Have 'large print' manuals available ahead of time. • Help them know that they will have to make sure to prepare well ahead of time. <ul style="list-style-type: none"> ○ Remind them to be clear on who is doing which activities ○ Reiterate paraphrasing, but maintaining essential content.
<ul style="list-style-type: none"> • "Teacher mode" confusion – alternating between hats on and hats off. 	<ul style="list-style-type: none"> • Take time to make a "big deal" out of putting your prop (e.g. hat, flower lei, crown, boa) on and taking it off, so that the transition is clear. • Use a colorful/obvious prop – mardi gras beads can blend in with outfits and are easy to forget to put on and take off. Pick something with more "punch." • Highlight the hat in the manual or draw a big smiley face to remind yourself to enter/exit MT mode.
<ul style="list-style-type: none"> • Strong personalities that take over during a training. 	<ul style="list-style-type: none"> • Remember to re-visit the Workshop Guidelines as frequently as needed. • MTs should decide between them, which one wants to "keep tabs" on the difficult/strong personality. • Remember, that person might not be a good Lay Leader! • It is YOUR duty as a MT to make sure that everyone is involved in the training and that the training is not "hijacked." One person can ruin the training for everyone!
<ul style="list-style-type: none"> • Relationship of the trainee with the organization hosting the training. 	<ul style="list-style-type: none"> • Know ahead of time, who the trainees are and whether or not they are volunteers, AND whether or not they will be working under the host organization's license. <ul style="list-style-type: none"> ○ Ask the host organization (or whoever is registering people) for this information • Be clear about the LL role, and ensure

	that trainees know that they will work <u>with</u> not <u>for</u> the host organization.
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