

TRAIN THE TRAINER

“Empowering Trainers to Deliver Engaging, Impactful, and Results-Oriented Learning Experiences”

Schedule

Date	Venue	Fees
26 - 27 Feb 2026	Dubai, UAE	USD 1995 per delegate

Introduction

Effective trainers are not just subject matter experts—they are facilitators of learning, motivators of people, and designers of engaging experiences. Whether you're leading technical training, onboarding sessions, or professional development programs, knowing how to communicate, structure, and deliver content is crucial to success.

This intensive 2-day course equips new and experienced trainers with essential skills to deliver impactful training sessions. Participants will learn how to analyze learner needs, design interactive content, manage group dynamics, and deliver sessions with confidence and clarity. Real-time feedback and practice opportunities help solidify learning and ensure transfer to real training environments.

Objectives

By the end of this course, participants will be able to:

- Apply adult learning principles to structure and deliver effective training
- Design clear, interactive, and goal-oriented training modules
- Facilitate group learning using various delivery techniques
- Handle questions, resistance, and difficult participants with confidence
- Assess training effectiveness and continuously improve performance

Why Attend

- Build professional confidence as a trainer and facilitator
- Learn proven methods for keeping participants engaged and motivated
- Master the use of visuals, voice, and body language for clear delivery
- Develop training tools, checklists, and materials that support learning retention
- Receive constructive feedback on your facilitation style and areas for growth

Target Audience

This program is designed for:

- HR professionals, training officers, and learning & development specialists
- Subject matter experts responsible for conducting internal training
- Line managers tasked with team onboarding or upskilling
- Corporate instructors, workshop leaders, and freelance trainers
- Anyone seeking to enhance their training design and delivery capabilities

Individual Benefits

Key competencies that will be developed include:

- Effective planning, structuring, and delivery of training
- Audience engagement techniques and communication skills
- Facilitation strategies for diverse learner types
- Comfort with visual aids, storytelling, and interactive tools
- Confidence in managing real-time feedback and classroom dynamics

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Higher-quality, standardized in-house training programs
- Faster onboarding and learning curve for new employees
- Improved knowledge retention across departments
- Greater return on investment from training initiatives
- Enhanced internal capability for knowledge transfer and leadership development

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings - Adult learning theory, training cycles, and facilitation best practices
- Case Studies - Real-life examples of effective and ineffective training
- Workshops - Content development, delivery practice, and group feedback
- Peer Exchange - Live facilitation exercises and group learning reviews
- Tools - Trainer checklists, session planning templates, and evaluation forms

Course Outline

DETAILED 2-DAY COURSE OUTLINE

Training Hours: 07:30 AM – 03:30 PM **Daily Format:** 3-4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Foundations of Training and Facilitation

- Module 1: Principles of Adult Learning (07:30 – 09:30) • Key characteristics of adult learners • Learning preferences and training implications • How adults absorb, retain, and apply new knowledge
- Module 2: Designing Effective Training Content (09:45 – 11:15) • Structuring training objectives, content, and outcomes • Writing clear learning objectives using Bloom’s Taxonomy • Choosing delivery methods based on learner needs
- Module 3: Managing the Learning Environment (11:30 – 01:00) • Building trust and setting ground rules • Creating inclusive, respectful group dynamics • Handling nervousness and managing time effectively
- Module 4: Practical Exercise – Microtraining Delivery (02:00 – 03:30) • Participants deliver short training segments • Peer and trainer feedback • Self-assessment and reflection

Day 2: Advanced Delivery and Participant Engagement

- Module 1: Presentation and Delivery Skills (07:30 – 09:30) • Using voice, movement, and eye contact effectively • Slide design and visual aids • Storytelling and real-world relevance
- Module 2: Facilitating Interaction and Engagement (09:45 – 11:15) • Asking powerful questions • Leading discussions, group activities, and energizers • Managing participation in in-person and virtual settings
- Module 3: Handling Challenges and Measuring Success (11:30 – 01:00) • Responding to difficult participants and tough questions • Evaluating learning before, during, and after the session • Continuous improvement through feedback and reflection
- Module 4: Final Workshop – Training Design and Delivery (02:00 – 03:30) • Participants present a training segment they designed • Group feedback and lessons learned • Course summary, Q&A, and certification

Certification

Participants will receive a Certificate of Completion in Train the Trainer, validating their competence in designing and delivering effective, learner-centered training aligned with professional development and organizational learning goals.

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