



Train the Tutor Trainer Course

Deadline: Friday, March 30, 2012

Florida Literacy Coalition
Florida's Adult and Family Literacy Resource Center



FLORIDA DEPARTMENT OF EDUCATION

Does your program need tutor trainers?

This three session course will focus on competencies needed to be a good tutor trainer, providing curriculum and resources to offer a tutor training workshop. The format will include classroom and small group work, practice presentations and distance learning instruction. Course content will include:

- A) Tutor training competencies
- B) Tutor training content knowledge in both adult basic literacy and ESOL
- C) Curriculum modules
- D) Presentations by participants reviewed by instructor and peers
- E) Discussion of ProLiteracy Trainer Certification system

Though participants will not become certified through this training, the course is aligned to the ProLiteracy National Trainer Certification requirements and will prepare participants to complete the certification process with ProLiteracy. Participants must be registered by their program managers or training coordinators and must commit to attend all three sessions.

This course would benefit the following participants:

- New Trainers
- Trainers working on updating their tutor training workshops
- Trainers seeking ProLiteracy Trainer Certification
- Trainers interested in improving their skills, not pursuing certification
- Program Managers (observers only)

Qualifications: Participants must have attended a tutor training workshop and/or have relevant teaching/tutoring experience. Due to the online nature of one session, each participant must also have access to a personal computer with a printer, internet connection and working e-mail account.

Course Fee: \$25.00 per person. Travel reimbursement of up to \$350.00 per person to attend both of the two in-person sessions is available through the State Literacy Resource Center, a program of the Florida Literacy Coalition.

Course Dates and Locations (participants must commit to attend and participate in all sessions)

- May 8, 2011**, 10:00 am-6:00 pm, Hilton St. Petersburg Bayfront in St Petersburg Pre-conference event at the Florida Literacy Conference
- May 18**, 1:00 pm-5:00 pm & **May 19**, 8:30 am-3:00 pm in Orlando

Submit this completed application, attachments and payment by Friday, March 30, 2012 to Yari Payne, Education & Training Coordinator, Florida Literacy Coalition, 250 N Orange Ave, Suite 1110, Orlando, FL 32801. For more information, contact Yari at (407) 246-7110 x 203 or payney@floridaliteracy.org.

Sponsored by Florida's Adult and Family Literacy Resource Center, a program of the Florida Literacy Coalition. This initiative is made possible through the generous support of the Florida Department of Education, Division of Career and Adult Education.

Name of Candidate: _____

Address: _____

Telephone: _____ **E-mail:** _____

Organization: _____

Org. Address: _____

Program Manager (PM): _____

(PM)Phone: _____ **(PM) E-mail:** _____

Has candidate attended a tutor training workshop and/or served as a tutor/teacher? Explain on separate sheet of paper and attach to final application.