

## Tips and Tricks when hosting a Facilitator Refresher Training

- Be aware of the group size. If the training consists of a small/large amount of people, adjust the time needed for the training.
- Always maintain fidelity to the model and materials.
- Review materials beforehand.
- Ask participants for 2-3 scenarios they see during support group beforehand.
- Ask the state organization and/or affiliate for specifics on what topics they are concerns with. (i.e. fidelity, emergency procedures, tough topics, etc...)
- PRACTICE. Be very familiar with the material that you are teaching. You don't have to have it memorized, but you do need to be familiar with it.
- Schedule meetings with your co-trainer and producer staff. Get materials ready and plan ahead!
- Assign trainer roles and responsibilities ahead of training.
- Be prepared and flexible, allow time for discussion and questions, especially around scenarios.
- Model the practices outlined in the NAMI model.
- As you go through the material, add any tips that you have found helpful.
- Be up on your AID US techniques --
- Share your genuine self, your successes and failures with your trainees but keep yourself safe when sharing. Be professional and real at the same time.
- Be open to questions from the group and be observant. You can often change the outcome if you see the issue early and address it with the participant.
- Conduct an "after training review" with your co-trainer to discuss what went well and areas for improvement.
- Simply have fun in the teaching moment!