

# INSTRUCTIONAL DESIGN (ID) FACILITATOR

Facilitate a session where club members design training



30 minutes

## Objectives of Role:

- Reach a group consensus on the content, learning objectives and structure of a training session
- Develop your facilitation skills

## Why does this role exist?

- It's a vehicle for members to learn to quickly develop/design a training session (making the process fun & easy)
- To reinforce everything we're learning in the club and give us the opportunity to stretch our abilities

## Process

Facilitate a discussion amongst club members about what they want to see in a training session that will then be delivered to them by another member at the following meeting.

- A structured outline will be provided by the VPE, or you can develop your own if you want to stretch yourself!
- Utilise the Training Needs Analysis if available
- Keep discussion on track so that the session ends with the need-to-know content, learning outcomes and draft session structure confirmed.

## How does this role connect with the Toastmasters Program?

**AC:** Facilitating Discussion: Project 2: The Brainstorming Session OR Project 5: Reaching a Consensus

## Which projects in our Club Training Manual does this role connect to?

**Project 1:** Define Learning Objectives and Create a Session Plan (p6-9)



## Are there any resources available in the club that might assist you to complete this role?

- Koosh or Smiles Balls (p5) [throw to a person to contribute]
- Books (p6-8) [The 4Cs process comes from Sharon Bowman]
- Kudos Cards/Tokens (p16) [encourage participation]
- Quick Response Whiteboards (p25) [for voting on ideas!]

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