



# 1st EHS TRAIN THE TRAINER COURSE

13-14 NOVEMBER, GENEVA, SWITZERLAND

<b>13 November 2024, Tiffany Hotel,</b> Rue de l'Arquebuse 20, 1204 Genève, Switzerland	
12.00-13.00	Lunch, welcome and introductions
13.00-14.00	<b>Communication skills:</b> <ul style="list-style-type: none"> <li>• Speak clearly and concisely</li> <li>• Be mindful of nonverbal communication.</li> <li>• Give and receive feedback regularly</li> </ul>
14.00-15.00	<b>Trainer - Trainer relationship:</b> <ul style="list-style-type: none"> <li>• Establish clear expectations and goals</li> <li>• Communicate effectively and frequently</li> <li>• Manage different trainees' profiles</li> </ul>
15.00-15.30	Coffee break
15.30-16.30	<b>Process &amp; Checklists:</b> <ul style="list-style-type: none"> <li>• Does the process liberate or imprison?</li> <li>• Mistakes &amp; Error prevention</li> <li>• Beyond checklists</li> </ul>
16.30-17.30	<b>Briefing &amp; Debriefing:</b> <ul style="list-style-type: none"> <li>• Know your audience and their goals</li> <li>• Let them talk</li> <li>• The power of open-ended questions</li> </ul>
17.30-17.45	Summary of the day, information about 2nd day

<b>14 November 2024, SWISS,</b> Rue Gabrielle-Perret-Gentil 4, 1205 Geneva, Switzerland	
08.00-10.00	<b>Workshops:</b> <ul style="list-style-type: none"> <li>• Manage complex situations in teams</li> <li>• Develop Synergy</li> <li>• Train the other team</li> </ul>
10.00-11.00	<b>Peer groups:</b> <ul style="list-style-type: none"> <li>• Explore different options to solve problems</li> <li>• Anticipate training issues</li> <li>• Be prepared to face to impossible!</li> </ul>
11.00-11.15	Closing the course, questions, and discussions
11.15-12.00	Lunch with the cadaver course participants

