

CERTIFICATE



MANAGING TRAINING DEVELOPMENT AND DELIVERY

WHAT IS THE MANAGING TRAINING

DEVELOPMENT AND DELIVERY CERTIFICATE?

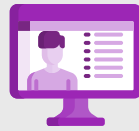
The [Managing Training Development and Delivery Certificate](#) program was created to help bring training managers up to speed on the basics of developing and delivering a corporate training program. This course provides a roadmap with steps, best practices, considerations, and the space to workshop your own learning and development (L&D) program, so that you don't have to learn through trial and error. You'll leave this course ready to approach your role with a foundation in effective content development and delivery processes to prove your value to the business.



2 HALF-DAYS



CERTIFICATE
AWARDED



VIRTUAL



SESSIONS FOR
EVERY TIME ZONE



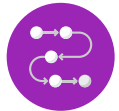
ENGLISH
LANGUAGE

COURSE OBJECTIVES

After earning this certificate, you will be able to:



Develop and deliver training programs using best practices to ensure program success.



Break down the tasks involved in training program development and delivery to build a realistic training plan.



Determine and manage the personnel and other resources required to develop and deliver training.



Optimize training program roll out and delivery messaging to set expectations and encourage buy-in.



Develop an evaluation feedback loop that communicates impact messaging for your training programs.



Choose the best delivery modalities to match your content, resources and learner needs.



COURSE OVERVIEW

PREWORK

You will complete several reading assignments and a brief prework exercise covering the best practices of high-performing training programs. By the end of the prework, you should have identified your own program to be developed throughout the course.

DAY 1

Scoping Training Program Development

- Identifying training tasks for your training plan.
- Scoping training development resource requirements.
 - Activity: Estimating your training program timeline.
- Managing the people involved in your corporate training program.
 - Activity: Addressing common people management challenges.
- Managing your training and development portfolio.
- Options to customize your off-the-shelf training content.

Developing Training Content

- Aligning learning objectives to corporate training goals.
 - Activity: Writing learning objectives for your training program.
- Utilizing course outlines to plan for instructional design processes.

- Activity: Developing your course outline.

Homework: Complete your training development timeline and course outline.

DAY 2

Preparing for Your Training Program Delivery

- Key capabilities of great training facilitators.
- Managing training logistics with learner experience mapping.
 - Activity: Map the learner experience in your training program.
- Leveraging marketing and change management for effective training rollouts.
 - Activity: Writing a training program invitation.

Sustaining Your Learning and Development Programs With Evaluation and Maintenance

- How to use the 5-4-3 training measurement model to assess your training program's results.
- Aligning training program goals to KPIs.
 - Activity: Determining your KPIs for effective training outcomes.
- Communicating negative training program results.
- Marketing positive training program results.

Capstone Project: Your Training Program Plan.

WHO IS IT FOR?

The Managing Training Development and Delivery Certificate program is designed for newly promoted or aspiring training managers and learning leaders who are looking to better understand how to create and deliver training programs. This program is particularly relevant for those who are newer to the profession and need guidance on how to manage the development and delivery processes.

RELATED LEARNING

JOURNEY

Training Industry offers expertly curated professional development [packages](#) to fit your unique development needs.

L&D STARTER KIT JOURNEY

The L&D Starter Kit Journey will help you with identifying training needs and developing and delivering training solutions.

This journey includes the following courses:

- [Certified Professional in Training Management Program \(CPTM™\)](#)
- [Managing Training Development and Delivery Certificate Program](#)
- [Internal Consulting Workshop](#)

Don't see what you're looking for? Training Industry's professional development consultants are available to discuss this program and other development opportunities. [Contact us](#) or schedule a call directly [here](#).

TOOLS AND RESOURCES

- Training Plan Presentation Template
- Training and Development Roadmap
- Training Needs Assessment Output Questionnaire
- Training Intake Form Template
- Delivery Modality Decision Tree
- Scoping Your Training Development Tasks
- Statement of Work Template
- Your Guide to Finding a Training Vendor
- And More!



This was an excellent course for someone who is responsible for developing the content and managing a leadership development program. The information is presented in a step-by-step approach to tackle each phase and set yourself up as a partner in the process.

- **ALLISON MAGUIRE,**
SENIOR HR ADVISOR

HOW DOES IT WORK?

This certificate program is completed over two, four-hour days of a live virtual instructor-led class, which includes an applied capstone project.

Your [instructor](#) will use their own real-world perspective and experience to ensure the course is rooted in foundational best practices and will guide you through the learning process, both facilitating and assessing your learning throughout the course to ensure you earn your certificate by the end of the program.

Click [here](#) to browse the available session dates and times.

REGISTER NOW

CONTACT US

LEARN MORE



Would all or part of your team benefit from this certificate? All Training Industry Courses can be taken as a group and are designed to align your team around research-based best practices. Click [here](#) to learn more.



ABOUT TRAINING INDUSTRY INC.



TRUSTED BY WORLDWIDE
ORGANIZATIONS



INTERACTIVE
EXPERIENCE



RANGE OF
TOPICS



GLOBAL
LEARNERS

WHAT TO EXPECT FROM TRAINING INDUSTRY COURSES



Research-based courses



Instructors with expertise



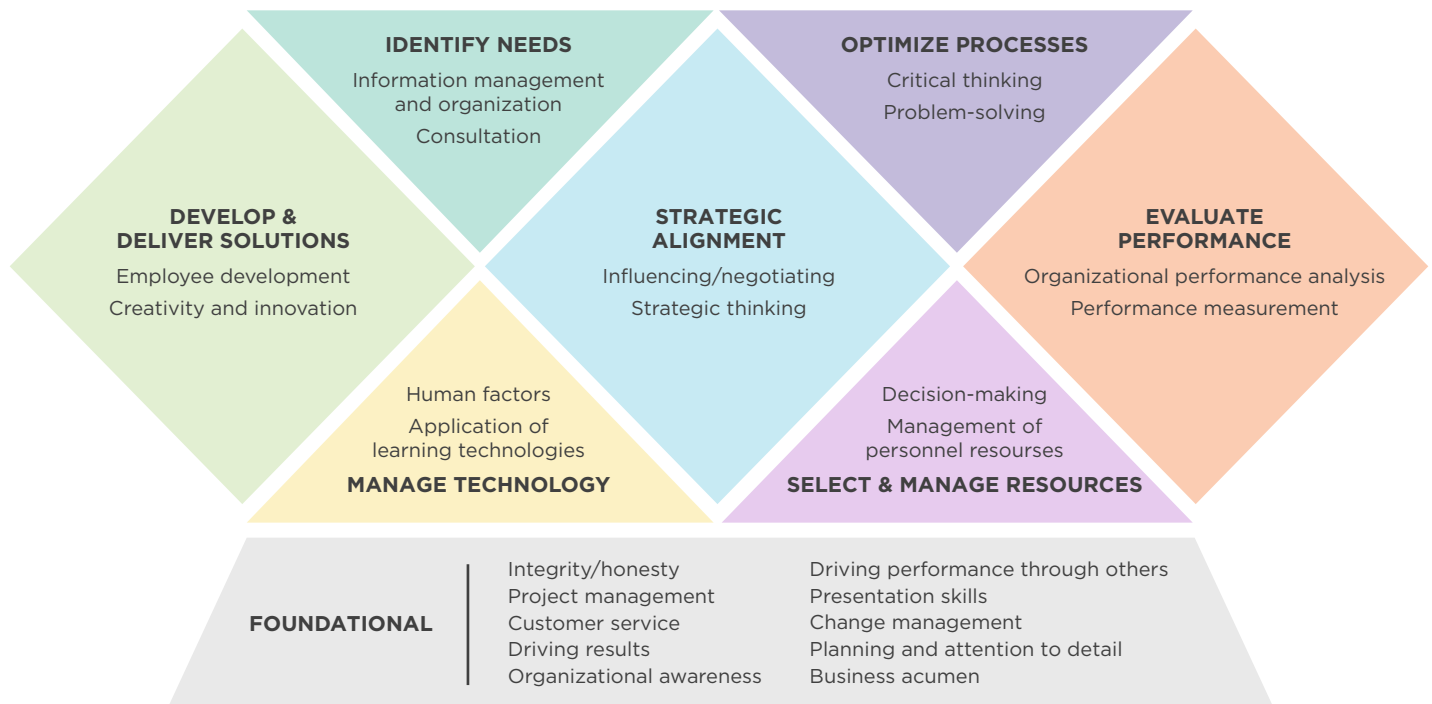
Engage with community
of peers



Focused on the role of the
training manager

TRAINING MANAGER COMPETENCY MODEL

All Training Industry courses are aligned to the [Training Manager Competency Model™](#).





EARN RECERTIFICATION CREDIT

Training Industry certificates are valid for **eight PDCs** for the SHRM-CP or SHRM-SCP.

This program is eligible for **seven APTD and CPTD recertification** points from the ATD Certification Institute. The amount indicated is the maximum number of recertification points a participant can receive for this program.

Training Industry certificates fulfill **eight CPTM** recertification credit hours.



Ready to get started?

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