

Train the Trainer

Helping organisations build
Fleet Management capacity from within



Train the Trainer: Purpose

- Increase local Fleet Management capacity
- Provide organisations with ready-to-use customizable fit for purpose training material they can use to deliver in house training through qualified own trainer



Who can participate?

- HQ, Regional or country fleet / logistics managers
- Organisational trainers
- Global or regional sustainability or safety focal points

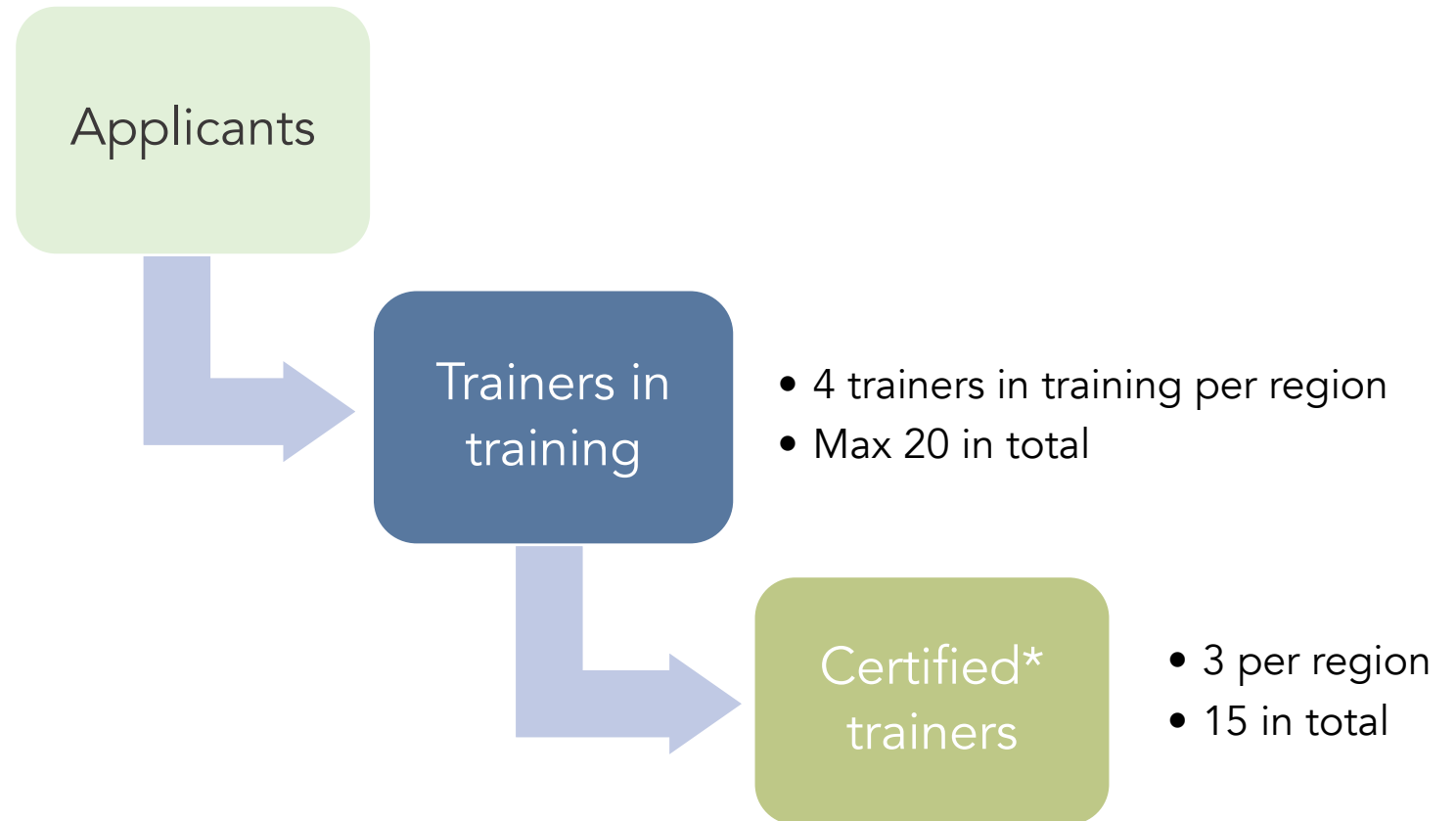


Selection process

5 regions:

- **LAC**
(Spanish)
- **Middle East**
(English and Arabic)
- **West and Central Africa**
(French and English)
- **East Africa and Southern Africa**
(English)
- **Asia**
(English)

Different organisations



Application

- [Application online](#)
- Support documentation
- Interview (as requested by trainer)

Application closes on 08th December
COB.

Results on 18th December

- Motivation
- Management support
- Experience
- Evidence of relevancy and “vision”
for future trainings
- Availability
- Diversity

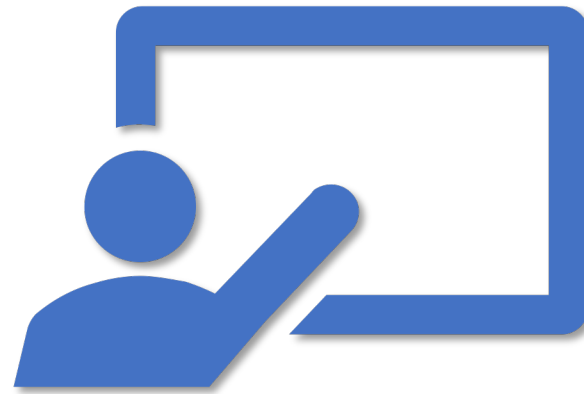
Why join?



Our expectations for selected trainers in training



Develop & roll out 1st training by July 2024



Availability, commitment and engagement (approx 55 hours)



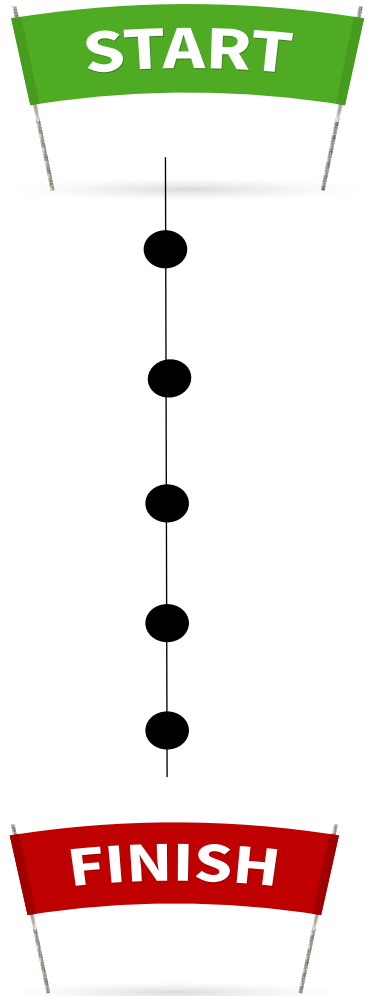
Facilitate own trainings and report to Fleet Forum

What will the TtT look like ?

- Ready to use customizable content
- Online TtT self paced learning
- Online Live Workshops
- Observe, Learn and Do (from March)
- Peer Learning
- Individualized coaching



What will the Program look like?



Module 1: Designing the perfect training + discovering the Ready-to-Use Customizable training pack

Module 2: Building your Trainer skills

Module 3: Practice Prepare and Facilitate your first training session online

Module 4: Design and kick off your roll out

Attend FM Fundamentals as an observer (trainer in training)

Facilitate a training with a FF trainer observing

Support activities and evaluation

Attend or have attended a Fleet Forum Training as a trainee

Workbook to help you design and prepare your first training.

Training prepared and ready at end of module 4; Trainer ready as well 😊

What a local thematic training could look like



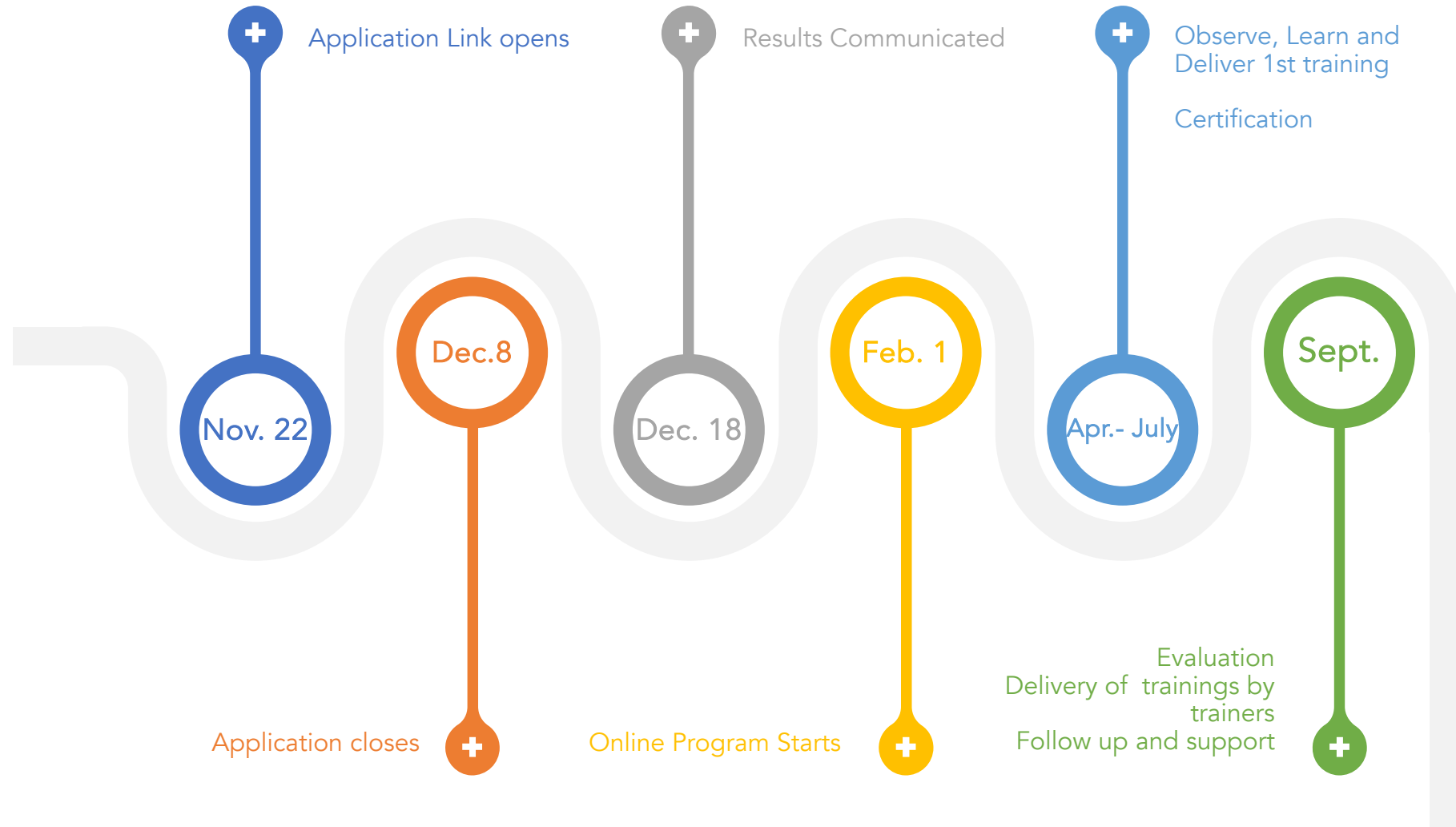
Safety

- Why safety
- How to report
- Root cause analysis
- KPIs to measure performance
- Action plan

Data

- Why data
- What data should we collect
- How we analyse
- Leading and lagging indicators

Timeline



What happens after the Train the Trainer?

- Continued follow up and support from Fleet Forum
- Reporting requirements
- Evaluation and Quality Control
- Participate in the community of trainers



Q&A

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