

## **Executive Summary**

### **New Training Regs: How To, When to, What to**

#### **Description:**

This is a half day training for supervisors and managers in which the new California State Training Regulations will be reviewed. New tools will be distributed to assist supervisors in providing professional development and in meeting the new training regulations. Strategies for how to use supervisory conferences and unit meetings as training events will be revealed. Hands on practice, lecture, and small group activities will be utilized to convey ideas and promote transfer of learning.

#### **Target Audience:**

Supervisors, staff development, managers, and other positions of leadership who are responsible for assuring state training regulations are met.

#### **Learning Objectives:**

As a result of this training, participants will:

1. Review new procedural guidelines for professional development
2. Identify different types of adult learning needs
3. Practice developing objectives for one on one or unit meeting training events
4. Recognize importance of tracking training
5. Review Professional Development Tools
6. Review the concepts and applications of the learning organization

#### **Before the training leadership can:**

1. define the parameters of acceptance of what constitutes a training event
2. stress the importance of the participants role in meeting regulations

#### **After the training leadership can:**

1. review participant's strategies for how to implement new tools
2. set up a plan of review in 60 days to measure implementation