Missouri Department of Health and Senior Services
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RELAY MISSOURI for Hearing and Speech Impaired and Voice dial: 711

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Acting Director   Governor

CHW Instructor Train the Trainer Course Syllabus

Course Description:

The CHW Train the Trainer course is intended to train individuals to:
- Be effective instructors of community health workers and
- Teach the CHW Core Competency Curriculum for Missouri.

This course covers principles of instruction for adult learners and public health practitioners.

Course Materials:

Students should have a copy of the Foundations for CHWs 2nd Edition textbook as well as its accompanying set of activities and instruction guide. We refer to these materials in this course and in the full CHW curriculum. You can download the activities and instruction guide for free on the City College of San Francisco's website:
http://bcs.wiley.com/he-bcs/Books?action=index&bcsId=10183&itemId=1119060818
For certain activities and topics beyond the scope of the Foundations for CHWs 2nd Edition materials, we utilize other resources easily found on the internet. These resources will be hyperlinked below.

Meeting Locations:
- Synchronous: WebEx—link will be sent to participants ahead of each meeting.
- Asynchronous: https://health.mo.gov/professionals/community-health-workers/modules.php

Contact Information:
- CHW@health.mo.gov
- 573-522-2840

Course Policies:
- Absentee Policy: Participants must be in attendance for all synchronous class sessions. Participants are also required to complete all asynchronous class sessions in the order they appear on the chart below and prior to the next synchronous class session. One
- Final Project: All participants are required to complete a final project. Please reference the final project materials for additional information.

Reading and Preparation: Each class session has reading and preparation that must be completed before the class session occurs. Please review the chart on the next page for further information.

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Session Name and Type	Topic	Reading and Preparation	In-Class Content
Pre-Course Meeting; Synchronous (WebEx)	Introduction to Course	Obtain copy of <u>Foundations for Community Health Workers, Second Edition</u> by Tim Berthold	• Review syllabus & content • Review final project handouts • Discuss asynchronous modules
Module 1; Asynchronous	Lesson Plans and Teaching Skills	• Review <u>CHW Core competency curriculum</u> • Brainstorm and write down 3 expectations you have for CHW trainers prior to watching Module 1.	• Listen to Module 1 Recording • Complete Module 1 Worksheet • <u>Complete Lesson Planning Activity that is included in Module 1 Recording</u>

Module 2; Asynchronous	Adult Learning Theory and Popular Education	• Read about different types of learners
		  o <u>Foundations</u> textbook p. 581-584
		  o <u>Foundations Training Guide</u> p. 26-27
		• Read Multnomah County's resource on popular education
		  o <u>Popular Education Fact Sheet</u>
		  o <u>Dinamicas for Popular Education</u>
			• Listen to Module 2 Recording
			• Complete Module 2 Worksheet

Mid-Course Meeting; Synchronous (WebEx)	Review of Popular Education and adult learning theory. Ethics and Boundaries Introduce facilitation and conflict resolution	• Research online teaching/interaction tools and prepare a short demonstration of one tool to share with the class • Review the types of activities outlined on p. 41-59 of the <u>Foundations Training Guide</u>.	• Adult Learning Theory Activity • Popular education • Ethics and Boundaries Activity • Facilitation and Conflict Resolution Activity • Project check-in

Module 3; Asynchronous	Roles and Boundaries	• Read Chapter 1 of the Foundations textbook.	• Listen to Module 3 Recording • Complete Module 3 Worksheet • Prepare draft presentation for final project • Research local CHW policy initiatives and associations

Module 4; Asynchronous	Communication, Facilitation and Mediation	• Read Chapter 13 of the Foundations textbook.
		• Review Seed for Change's resource on facilitation:
		  o Facilitation toolkit
		  o Facilitation tools for meetings and workshops
			• Listen to Module 4 Recording
			• Complete Module 4 Worksheet
			• Continue working on final project

Module 5; Asynchronous	Cultural Competency and Humility	• Read Chapter 6 of the Foundations textbook. • Review Chapter 13 of the Foundations textbook.	• Listen to Module 5 Recording • Complete Module 5 Worksheet • Complete the Conflict Style self-assessments on p. 354-355 in the Foundations textbook. • Complete at least two implicit bias tests • Finish preparing the final project to be delivered at the next synchronous session.
Final Meeting; Synchronous (WebEx)	Final Projects Wrap Up	• Practice delivering final presentation	• Deliver final presentation and turn in written project.