

## Faculty Development Institute – Fact Sheet

The Faculty Development Institute program, planned and facilitated by the Leadership Division, was launched in 2006-2007.

The Faculty Development Institute is dedicated to the development and expansion of the pool of skilled Lions faculty. Each FDI graduate is expected to make efforts to use their enhanced skills by serving as an instructor at local training seminars and workshops.

The FDI curriculum focuses not only on presentation skills, but encompasses many of the skills and concepts that impact the quality of training delivery and ultimately the effectiveness of LCI's leadership development programs. Through discussion, demonstration, and practice participants in the institute will concentrate on the following:

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|-------------------------------|---|
| Introduction                  | <ul style="list-style-type: none"><li>• Need for effective training</li><li>• Obstacles that impede good training</li><li>• Characteristics of effective trainers</li></ul>       |
| Presentation Skills           | <ul style="list-style-type: none"><li>• Visual, vocal, and verbal techniques</li><li>• Use of appropriate language</li><li>• Controlling nervousness</li></ul>                    |
| Visual Aids                   | <ul style="list-style-type: none"><li>• Design of clear and instructionally sound visuals</li><li>• Proper use of visuals in a presentation</li></ul>                             |
| Adult Learner Characteristics | <ul style="list-style-type: none"><li>• Recognition of adult learner characteristics</li><li>• Development of appropriate strategies</li></ul>                                    |
| Interactive Learning          | <ul style="list-style-type: none"><li>• Question and answer techniques</li><li>• Appropriate learning activities</li><li>• Managing discussions and learning activities</li></ul> |
| Lesson Design                 | <ul style="list-style-type: none"><li>• Characteristics of a lesson</li><li>• Organization of a lesson</li></ul>  |
| Training Session Management   | <ul style="list-style-type: none"><li>• Pre-class preparation</li><li>• Beginning a session</li><li>• Participant behavior management</li></ul>                                   |
| Evaluation                    | <ul style="list-style-type: none"><li>• Benefits of evaluation</li><li>• Four levels of evaluation</li><li>• Feedback</li></ul>   |

All participants will have the opportunity to demonstrate their mastery of the institute content through a final project presentation of 20-30 minutes that encompasses the use of all of the skills and techniques examined. These presentations will be peer-evaluated using a comprehensive evaluation checklist.