

FEMA REGION X TRAINING OPPORTUNITY



FEMA

Course: L0141

Instructional Presentation and Evaluation Skills

Date:

October 30 - November 1, 2018

Location:

Salem, OR

Course Description:

This three day course addresses the practicalities of conducting successful interactions, managing the classroom experience, and making presentations. It covers the basics of adult learning and of training evaluation for those wanting more experience in this area.

Participants have several opportunities to practice presentation and instructional skills, first as spokespersons for small groups, then during short duo presentations, three minute individual presentations, and, finally, twenty minute individual presentations, using material related to their own programs or functions. Detailed feedback is provided.

Course Objectives:

- Establish a conducive learning environment.
- Demonstrate effective instructional presentation skills.
- Demonstrate skills for facilitating classroom interactions.
- Describe ways to manage the learning process.
- Apply skills to measure training results.
- Deliver three presentations, using guidelines from the course assessment checklist, and participate in their evaluations.

Prerequisites:

There are no required prerequisites for this course.

Target Audience:

This course is intended for Federal, state, local, territorial, and tribal Subject Matter Experts who have been given the responsibility to deliver instruction.

Funding:

Tuition is free for those accepted; there are no travel/salary stipends available for this offering and all incurred costs are the responsibility of the attendee or sending organization.

Course Coordinator:

Karen Layng

Oregon OEM

State Training Officer

Phone: (503) 378-3231

Fax: (503) 373-7833

Karen.Layng@state.or.us

Accommodation Requests:

Oregon OEM and the Federal Emergency Management Agency (FEMA), Region X are committed to providing access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact Karen Layng at least ten working days in advance at the above contact info.

To apply: Please see the next page for the “Application Procedures and Points of Contact”

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Application Procedures and Points of Contact

To Register:

Register for this course at [for this course at \[https://L0141_salem_2018.eventbrite.com\]\(https://L0141_salem_2018.eventbrite.com\).](https://L0141_salem_2018.eventbrite.com)

Once registered, please submit your completed FEMA Form 119-25-1 Application to Karen Layng.

To Apply:

FEMA Form 119-25-1 Application:

<http://training.fema.gov/Apply/119-25-1.pdf>

Applicants will need to put their Student Identification (SID) in place of their social security number. If you do not yet have a SID, just follow these three simple steps to obtain one:

Step 1: To register, go to: <https://cdp.dhs.gov/femasid/>.

Step 2: Click on the “Register for a FEMA SID” button in the middle of the screen.

Step 3: Follow the instructions and provide the necessary information to create your account.

Enrollment confirmations will be sent approximately 30-days prior to the course via email.

Federal Employees and Tribal Partners:

Your supervisor must sign a completed [FEMA Form 119-25-1](#) application and then forward to FEMA-R10-Training@fema.dhs.gov.

State and Local Attendees:

All FEMA Form 119-25-1 applications must be submitted through the appropriate state training officer (listed below), who will then forward the form to the FEMA Region X Training Team.



Alaska

Pierre Aslou

State Training Officer
Phone: (907) 428-7021
Fax: (907) 428-7009
Pierre.Aslou@alaska.gov



Idaho

Gary Leeder

State Training and Exercise Section Chief
Phone: (208) 258-6509
Fax: (208) 422-3044
GLEeder@imd.idaho.gov



Oregon

Karen Layng

State Training Officer
Phone: (503) 378-3231
Fax: (503) 373-7833
Karen.Layng@state.or.us



Washington

Justin Fordice

State Training Program Supervisor
Phone: (253) 512-7056
Fax: (253) 512-7206
EMD.Training@mil.wa.gov