



IIABC Train the Trainer – *Pilot Certificate Course*

Building Stronger Communicators, Mentors, and Leaders Across the Irrigation Industry

1. Program Overview

The IIABC Train the Trainer Certificate Program is a new professional development initiative created to support the ongoing growth and leadership capacity of individuals working within the irrigation industry, allied trades, municipalities, or any related professional field.

This half-day, in-person pilot course is designed for individuals who guide, support, or collaborate with others in a learning, supervisory, or mentorship capacity. Participants will develop practical skills in communication, coaching, adult learning, and instructional planning that can be immediately applied in their workplaces.

The course is suitable for professionals at all experience levels, including those working in technical, operational, administrative, and leadership roles. It emphasizes practical, hands-on approaches to improving how knowledge is shared, training is delivered, and learning is supported within organizations.

While the program will be delivered through IIABC, participation is open to all professionals, whether or not they are members of the association.

2. Program Objectives

Upon completion of this course, participants will be able to:

- Understand the principles of adult learning and apply them to workplace training and mentorship.
- Design short, effective, and engaging learning sessions.
- Communicate knowledge clearly and adapt instruction to diverse learning styles.
- Facilitate learning, coaching, and team development in professional environments.
- Evaluate learning outcomes and provide constructive feedback to support improvement.
- Strengthen leadership, mentoring, and interpersonal communication skills across workplace contexts.

3. Who Should Attend

This program welcomes participation from a wide range of professionals who support or lead others in their daily work. Ideal participants include:

- Municipal irrigation and parks supervisors
- Irrigation and landscape company owners and managers
- Project managers, forepersons, and crew leads
- Senior technicians, service leads, and field supervisors
- Administrative coordinators, office managers, and human resources professionals
- Operations, facilities, and maintenance staff
- Trainers, mentors, and workplace educators
- Sales and customer service representatives
- Apprentices, trades professionals, and those preparing for leadership roles
- Instructors and those engaged in formal or informal teaching within their organizations



No formal teaching or managerial experience is required. The program is designed for all professionals seeking to improve their ability to communicate, mentor, and train effectively.

4. Topics Covered

Participants will explore a range of key themes related to adult education and workplace learning, including:

- Principles of adult learning and effective workplace education
- Communicating with clarity and engaging diverse learners
- Translating field experience into teachable moments
- Planning and structuring short, focused learning sessions
- Establishing measurable learning outcomes and evaluating success
- Providing constructive feedback that builds confidence and competence
- Recognizing and adapting to different learning styles and personalities
- Building trust and confidence as a mentor or supervisor
- Reflecting on personal leadership and communication practices

5. Instructional Approach

The course will combine presentation, guided discussion, and interactive activities that encourage reflection and application to real-world work situations. Participants will have the opportunity to practice communication and facilitation techniques, share workplace experiences, and collaborate on practical problem-solving exercises.

6. Evaluation and Certification

There are no formal tests or examinations. Participants will receive an IIABC Certificate of Completion upon attending and actively participating in the session. This certificate marks the first offering in IIABC's developing Professional Development Series.

7. Program Significance

This program offers participants the opportunity to strengthen their leadership and communication skills while contributing to a culture of learning within their organizations. The knowledge and techniques introduced in this course are directly applicable to a variety of professional settings, supporting improved performance, collaboration, and workplace engagement.

Through this pilot initiative, IIABC seeks to establish a foundation for a comprehensive professional development pathway that recognizes excellence in leadership, mentorship, and instructional practice across the irrigation industry and related sectors.