# ACEs Training Work Group – an overview to onboard new work group members

August 2019

*The purpose of the ACEs Training Workgroup is to develop and implement a dynamic training portfolio that is flexible to meet the needs of a variety of audiences. Our goal is to expand the number of community members, professionals, organizations and government officials in Arizona who are knowledgeable and are ready to take action on the following areas:*

* *The ACEs study nationally and in Arizona;*
* *The short-term and long-term impact of trauma along the age continuum from children to adults;*
* *Strategies to build protective factors within individuals and communities as part of primary prevention efforts;*
* *Resiliency and trauma-informed care strategies, skills, and resources to support those who have experienced adversity/trauma.*

Goal  
To develop certified (see definition below) trainers that can be trained on our ACEs Training curriculum and train individuals in their respective places of work and communities

Target population  
General audience

Timeline  
The goal is to hold one train the trainer session by 12/31/19

Training Content

We have three Modules in development:

* Module 1 – Understanding ACEs
* Module 2 – Toxic Stress and Trauma-Informed Care
* Module 3 – Building Resilience

Decisions made to date

*Target population:*

* Certified trainers are defined as individuals who have attend a ACEs TOT (training of the trainer) Training by a member of the AZ ACEs Consortium Training Work Group and has received a certificate of completion
* A certified trainer can deliver modules individually or as part of the series (of 3 modules)
* The workgroup is developing specific expectations of certified trainers

*Training materials:*

* We will develop several ‘versions’ of the training for certified trainers to access – eg. a 20 minute version, a 60 minute version and a 90 minute version – each with its own slide deck
* Trainers are permitted to adjust the training to align to the audience they are training however certain slides will be marked as ‘do not remove’
* Each trainer will receive a Trainer’s Toolkit which will include the following details:
  + How to prepare for training
  + Guidelines for presenting
  + Creating an environment for open exchange and delivery
  + Overview of adult learning styles
  + The full slide deck with training notes – training notes cannot be altered but trainers can add to them
  + A variety of activities trainers can choose to implement
  + A version of the slide deck that has a small screen shot of each slide with notes to the side of each slide
  + Certificate of Completion – template
  + Sign in sheet – template
  + Presentation Evaluation
  + Pre and post tests for each Module
  + Background articles for deeper understanding and other resources
* We would like to utilize the website as a password protected area to house TOT training resources (including the training materials and toolkit) so certified trainers always have access to the most up to date materials

*Train the Trainer (TOT) Trainings:*

* The TOT training does not certify and cannot be utilized to designate an individual or organization as ‘trauma informed’
* The workgroup has decided to charge participants of the TOT to cover costs (eg. copies, binders, jump drives, snacks/water)
* The first TOT will be held late Oct/early Nov with 25-30 attendees, invite-only and will be treated as a ‘test and learn’
* TOT attendees will be targeted towards those who have been training on ACEs and TIC, nominated by the workgroup
* Subsequent TOTs will allow for a larger number of attendees
* TOT Trainers: Sandi, Marcia, Kavita, Jill, Betsy, Sanghoon, Veronica, Carlian

Questions to the ACEs Executive Committee

* First – what sounds wonky? Or needs further clarification?
* Are we looking to make a profit from the TOT?
* The workgroup would like to provide a certain number of scholarships for those that cannot afford to attend the TOT trainings. Thoughts?
* Does the Executive Committee have thoughts/guidance on whether we can/should pay those providing the TOT trainings?