

**POST-CONFERENCE PROCEEDINGS
WORKSHOP SESSION SUMMARY
NIEHS NATIONAL TRAINERS' EXCHANGE
MARCH 2012**

1. Session Title and Presenter's Contact Information:

"Making the Connection"
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2. Workshop Summary

The objective of this session was to showcase how LIUNA Training and Education Fund utilizes a multi purpose course registration & participant questionnaire form to capture demographic data, employment data and workplace experience information.

This information is utilized by the instructor in the classroom as a basis to generate an "icebreaker" discussion about training topics, and how they relate to the "real world" of the workplace. (Hence the theme "Making the Connection"). This useful tool can also serve as a "road map" for the instructor, as it can alert them to topics might want to emphasize during the course.

The information captured on the registration form also benefits grant administrators who track post training employment data and "success stories" that are reported back to the instructor in the classroom, such as participants who were able to get health or safety improvements made in the workplace, due to information they received from their initial hazardous waste worker training

3. Methods

This session was a facilitated group exercise that drew upon the experience and expertise of the participants, who share the same challenges of making the curriculum and content of their hazardous waste refresher courses relevant to the needs of the workers who are being refreshed, as well as grant administrators who seek to capture valuable post training employment data.

4. Main Points

The workshop addressed the following key points:

- Instructors can adjust their lesson plan based on the feedback they receive from the “Making the Connection” icebreaker activity
- Students place greater value on information they can apply to their workplace.
- When students find value in what they learn, they are more willing to actively participate in the learning process.
- Grant administrators benefit from “Making the Connection” because it provides detailed information, which can be useful for statistical reporting purposes.

Participant response:

Several participants shared similar stories about the challenges of keeping the “fresh” in refreshers. Refresher classes can often be difficult, especially when the participants are familiar with the topics.

Most participants had never used a pre-training questionnaire as a means of capturing data and stimulating discussion to set the ground for training, as they conduct post-training evaluations using standard evaluation and comment forms (smile sheets).

One participant shared how they use “clickers” to elicit input from participants. They prefer this method because participants can answer questions anonymously.

5. Workshop Handouts/ Resources

LIUNA Training Hazardous Waste Worker Refresher Course
Application form