
Fundamentals of Instruction and Facilitation**ARC 3090-1, Rev. 10/98****Fact Sheet Rev. 09/07**

Description

Fundamentals of Instruction and Facilitation is a self-study course designed to provide the necessary foundation required of basic level Disaster Services instructors who train employees and volunteers to be prepared for and respond to disaster events.

Using a self-study workbook and course video, participants work through the materials, either alone or in conjunction with others, at their own pace. The course is comprised of specific video segments with assigned readings and exercises. At the conclusion of the training, participants will complete a self-administered, multiple-choice question Course Review.

The completed Course Review is to be submitted to the *Disaster Instructor Specialty Training* (DIST) course instructor for those who intend to become a basic level Disaster Services instructor. For those who do not intend to take DIST, the completed Course Review should be submitted to the chapter disaster training administrator. The DIST instructor or training administrator will score the Review and issue a *Fundamentals of Instruction and Facilitation* course completion certificate.

Purpose

The purpose of this self-study course is to provide basic information about the skills, abilities and knowledge needed to become a basic and intermediate instructor and facilitator for the American Red Cross Disaster Services Training System. Participants will learn how to represent the Red Cross, what functions and methods are used by effective instructors and how to prepare for, conduct and evaluate Disaster Services training courses and simulations.

Learning Objectives

After completing this course, participants will be able to—

- Describe how to represent the Red Cross and be an effective instructor and facilitator.
- Describe the learning process and how it relates to the adult learner.
- Describe basic instructor functions, teaching methods and how to use them.
- Describe how to facilitate simulations.
- Identify how to plan for a teaching assignment.
- Explain future career actions and direction.

Audience

Participants will be employees and volunteers who plan to serve as active instructors and facilitators for basic level disaster training courses. They will be carefully selected by Red Cross units and must meet all participant requirements or the learning objectives will not be achieved. Participants must have disaster relief experience within the Red Cross unit plus either some instructing or a demonstrated ability to work effectively in group settings.

Prerequisites **Required:**

- *Fulfilling Our Mission: Translating Your Compassion Into Community Action* (DSGEN200A, Rev. 09/07)

Length The workbook consists of an introductory unit, eight units of self-study instruction and a summary unit which includes information on the next steps needed to become a basic level Disaster Services instructor or facilitator. The workbook is designed to be used with an accompanying video that will model excellent instructor functions, methods and highlight information regarding the adult learning process, representing the Red Cross and planning to teach.

Completion of the self-study workbook will take approximately three hours.

Scheduling Participants will obtain the self-study workbook and video from their local Red Cross unit. Participants who intend to enroll in *Disaster Instructor Specialty Training* (DIST) must complete *Fundamentals of Facilitation and Instruction* within three months of the beginning of the DIST course.

Materials For a list of materials, see the Disaster Training Courses page on CrossNet.
