



Museum Association of Newfoundland and Labrador
Presents

Hospitality Newfoundland and Labrador's Train-the-Workplace Trainer Workshop

9:00 – 4:00 pm

Thursday and Friday, 18 - 19 March 2010

Location: Signal Hill Interpretation Centre, Signal Hill Road, St. John's

About the workshop

Train-the-Workplace Trainer is a national two-day Canadian Tourism Human Resource Council workshop that provides a practical how-to foundation for conducting training and coaching in the workplace. This workshop is an effective training tool for anyone whose role is to conduct on the job training or coaching. Participants will master techniques that ensure employees learn quickly and effectively resulting in cost savings for the organization and will learn to develop their training skills, plan for training, and prepare them to train and coach others with confidence. The workshop employs an interactive and dynamic approach so that participants feel ready to improve existing employee training.

Instructor: Catherine Walsh, Hospitality Newfoundland and Labrador

Enrollment Limits: maximum of 12

Registration fees: \$70 for MANL members, \$120 for non-members

Registration Deadline: March 11, 2010

Elective Course for the Museum Studies Certificate Program

This workshop will be considered an elective course for the Museum Studies Certificate Program. For more information about this program please contact Catherine Rice, Professional Development Coordinator via email at crice@nf.aibn.com or at (709) 722 9034.

Financial assistance for transportation costs is available for MANL members: please contact the MANL office for more information. You may also visit www.museums.ca to find out more about the Canadian Museums Association Travel Bursary. For further information, please contact MANL:
manl@nf.aibn.com ♦ Ph 709-722-9034 ♦ Fax: 709-722-9035



REGISTRATION FORM: Train-the Workplace Trainer Workshop

Name: _____ .

Organization: _____

Address: _____ Postal Code _____

Telephone: _____ Fax _____ E-mail address _____

Method of Payment:

Cheque Credit Card Visa/MC #: _____

Please detach and return **with registration fee enclosed**, to MANL, PO. Box 5785, St. John's, NF A1C 5X3,
Tel. (709)722-9034, Fax (709)722-9035

**Cancellations received less than 5 days in advance are not eligible for refunds.
Participants who do not attend remain responsible for full payment.**