

## Knowledge Translation: Train the Trainer Program Application Form

Thank you for your interest in applying for the MSFHR Knowledge Translation: Train the Trainer program.

MSFHR KT: Train the Trainer is a three day training program designed **to teach people how to be trainers** and is intended for individuals who are well positioned in their organizations to deliver knowledge translation (KT) workshops. The course is appropriate for staff, research associates, grants facilitators, postdocs or other individuals facilitating KT or research use in their organization. The training will focus on participants learning how to develop and lead participatory activities and engaging processes for diverse groups of learners.

By the end of this 3-day training, participants will be able to:

- Explain and model adult education principles that promote learning.
- Formulate a plan for pre-assessing their learners
- Practice adapting their content to learner's stated needs
- Create strong learning objectives.
- Design a training session related to a KT core topic, according to a training design process.
- Facilitate a participatory and engaging training session.
- Apply participatory instructional techniques aligned with the learning objectives.
- Describe how various KT modules provided to participants may be combined to create a training session for a client.
- Reflect on their training practice.

Please note: this program will not focus on teaching KT material, therefore participants should have **prior knowledge/understanding of KT theories and strategies, and experience with KT practice and/or science**. If you are unsure whether you have sufficient background, please contact Genevieve Creighton ([gcreighton@msfhr.org](mailto:gcreighton@msfhr.org))

**Course Dates:** April 15<sup>th</sup> – 17<sup>th</sup> 2020 (three days)

**Location:** "The Nest" at the University of British Columbia, Vancouver

**Cost:** \$498.00

**Deadline:** Please apply by February 1, 2020 by emailing your completed application form to Ugen Lhazin, KT Coordinator – MSFHR at [ugen.lhazin@msfhr.org](mailto:ugen.lhazin@msfhr.org).

Ensuring diverse participant representation across organizations and regions will be prioritized during the selection process in order for MSFHR to meet a key objective for this program. That is, to build pan-provincial capacity for knowledge translation trainers and KT workshop opportunities.

**Personal Information:**

<b>Full Name:</b>					
<b>Job Title:</b>					
<b>Organization:</b>					
<b>Street address:</b>					
<b>City:</b>		<b>Province:</b>		<b>Postal Code:</b>	
<b>Work Phone:</b>			<b>Mobile Phone (optional):</b>		
<b>Email:</b>					

**Application Questions:**

1. Briefly describe your experience/knowledge/training in knowledge translation:



2. Briefly describe your current role and knowledge translation responsibilities:

3. What do you hope to gain from this training? (Your learning objectives):

4. How will you use and share knowledge gained from this training to build your organization's KT or capacity for evidence use?



BC's health research funding agency

5. One of the key objectives for this program is to increase organizational and regional capacity in KT and research use. It is therefore important that trainers are supported by their organization/supervisor.

- Yes, I confirm that I have support from my organization  
 No

6. In line with the “learn – do” approach to adult education, participants should be prepared to deliver a KT workshop (of any length and on any KT topic using materials provided). Please confirm if you are able to deliver a KT workshop within 6 months of taking this program:

- Yes, I can deliver a KT workshop within 6 months of taking this program  
 No

Please send your completed application form to Ugen Lhazin, KT Coordinator - MSFHR at [ugen.lhazin@msfhr.org](mailto:ugen.lhazin@msfhr.org), with the subject link: **KT: Train the Trainer Application**. You will be notified of your status of application by February 15th, 2020.

*MSFHR is committed to creating an inclusive and accessible event that enables all individuals to fully participate. Please also indicate in your email if you will require any accommodation or have inquiries about accessibility.*

**X** \_\_\_\_\_  
**Applicant Signature:**

\_\_\_\_\_  
**Date:**

