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Training Committee Report
March 2, 2021

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Completed:

Documentation Updates:

1. We have had 4 **WORKDAYS** at Mt. Pisgah for document reviews/updates:
    - 08/05/2020
    - 08/27/2020
    - 10/01/2020
    - 11/06/2020
    - **We have had 3 Zoom Meetings**:
        - 12/11/2020
        - 01/26/2021
        - 03/01/2021

In Progress:

- Next Training Committee Zoom meeting for all training committee members: March 29

    - Focus will be Leadership Orientation:
        - The Power Point – Draft was reviewed by team and decided to consolidate into 1 working copy and review with further assignments to individual members.
        - Reviewed updated breakout topics.

Upcoming:

- Will review at next meeting the Inside ALD training for team meeting breakouts.
    - Training session outline with recommended reference materials (from manuals) and recommending which team meeting they cover each.
    - Structured so that they start with the info on "Preparing Your Talk" early in the process as people start working on their talks as one of the first things. Then it would progress to team meeting table communities and then managing conversation at the weekend table communities.
    - This has been compiled with input from Barbara Johnson's recommended flow of training materials that she gave me when I was ALD for Glenda Fincher, as well as my ALD's on Walk #229.

- Develop QR code to end the Leadership Orientation with a quick session for training feedback and QR code survey to capture opinions/ideas

- Establishing consistency for how the committee interacts with the LD's
    - Timeline
    - Verbiage suggestions/templates for our communications
    - Gathering feedback from teams on training materials and leadership training meeting

Submitted by Hilary Berman