



One-day Course on Instructors Training

28 March 2018, Wednesday

**Geylang Serai Community Club
99 Haig Road
Singapore 438748**

INTRODUCTION

All applicants who wish to be considered to be on the Panel of iiM Instructors are required to attend a one-day course on Instructors Training unless they are exempted.

DESCRIPTION:

This course combines both theory and practice in training participants to be effective instructors. Teaching skills are taught including the various methods and forms of instruction and learning. The use of role plays is illustrated to demonstrate its importance in mediation training.

OUTLINE OF COURSE:

- Understand the entire training process.
- Acquire skills and techniques in the design of delivery and presentation of the materials.
- Understand the training aids and devices that would facilitate an attractive presentation.
- Appreciate the important content of mediation that should be delivered to the trainees.
- Understand the best way of imparting mediation skills.

LEARNING OBJECTIVE:

The purpose is to convey to the participants on the important aspects of mediation training that need to be conveyed to the trainees attending the mediation course.

LEARNING OUTCOME:

Participants should acquire the skills in teaching and be confident in making an attractive presentation to the audience and to engage the audience.

WHO SHOULD ATTEND:

This is a course designed to train potential training instructors for iiM. Anyone who is familiar with the practice of mediation and no problem to be iiM's appointed Trainer should attend this course. iiM's appointed Trainer requirements shall be at least an iiM's Ordinary Member.

**Test:**

A test will be conducted for each participant who will be asked to make a short 15-min presentation of a topic of their choice. Based on their presentation they will be assessed whether they have the potential to serve on iim's panel of instructors.

Fee:

\$200 per participant which includes the test fees. Fees include 2 tea breaks and course materials.

Instructors:

Dr Lim Lan Yuan, a pioneer in mediation, has conducted numerous mediation training workshops for various organisations in Singapore and overseas. He has mediated many different disputes in various situations and is author of three mediation books and several articles. Dr Lim holds a doctorate, 3 masters and 3 bachelor degrees in different disciplines including construction management, business administration, estate management, economics, finance and law.

Duration:

09.00am to 6.00pm

For Further information Please contact our training Sub Committee Chairman

Mr Lee Kok Eng.

Ph No: +65 9621 6708



REPLY SLIP

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Secretariat:

Astrid (iiM) email: info@iim.sg

Fee for Course (includes GST, 2 breaks and materials)

Normal charge \$200 per person

REGISTRATION

Name: _____

Position Held: _____

Organisation: _____

Correspondence Address: _____

Country: _____

Tel: _____ Fax : _____

Email: _____

Payment (in Singapore Dollars only):

Cheque / Cheque No: _____

Crossed cheque payable to "International Institute of Mediators (S) Ltd" and
mail to 20A Circular Road, Singapore 049376.

Cash

For Official Use

Amount: _____ Official Receipt No: _____