

## IMC Training & Support Strategy 2009

This document outlines the three different roles that Mosaic trainers in the Network of Trainers will take on starting in 2008, into 2009. Please note, it is **not** expected that trainers will take on more than one of these roles, although in some cases it may be possible to take on two of three.

ROLE OF TRAINER	TASKS OF TRAINER	TASKS OF IMC MEMBER
<b>Training and Support</b>	<ul style="list-style-type: none"> <li>• Deliver staff training to project staff locally</li> <li>• Support the project coordinator during the planning of the project and filling out the form</li> <li>• Use the <b>Checklist for Supporters</b> document during support</li> <li>• Keep in contact with the assigned IMC member</li> </ul>	<p><b>(IMC Member: should be:</b> the member who delivered TTMT Training to this trainer.)</p> <ul style="list-style-type: none"> <li>• Make sure that the trainer is aware of his/her responsibility and has made contact with the project coordinator</li> <li>• Be available to advise/support the trainer while they plan training and deliver project support.</li> <li>• Follow up to make sure that the training is reported and the project proposal is submitted.</li> </ul>
<b>Shadow Support</b>	<ul style="list-style-type: none"> <li>• Follow the support process by e-mail.</li> <li>• Engage and ask questions throughout the process. Offer ideas and input.</li> <li>• Pay special attention to the <b>Checklist for Supporters</b> document, now the main resource that guides the project support process.</li> </ul>	<p><b>(IMC Member should be:</b> the member assigned in project pool.)</p> <ul style="list-style-type: none"> <li>• Introduce yourself and the project to the shadowing trainer immediately following initial contact with the project coordinator</li> <li>• CC the trainer on as many relevant e-mails as possible during the support process.</li> <li>• Invite input from the trainer and be available to answer and questions the trainer has during the process.</li> <li>• Include the trainer in the process of completing the <b>Checklist for Supporters</b>.</li> </ul>
<b>Introduction &amp; Promotion</b>	<ul style="list-style-type: none"> <li>• Assess opportunities to introduce/promote Mosaic in your local chapter.</li> <li>• Make use of available Mosaic resources (online) to execute some type of promotion or introduction</li> <li>• Communicate with IMC about what was done.</li> </ul>	<p><b>(IMC Member should be:</b> Coordinator for this trainer's Network)</p> <ul style="list-style-type: none"> <li>• Be available to support the trainer in their planning for an introduction or promotional activity</li> <li>• Help the trainer find relevant resources for their initiative.</li> </ul>

Mosaic resources, including the **Checklist for Supporters**, the **Training Curriculum** and the **Intro Kit** can be accessed at [www.cisv.org/imc](http://www.cisv.org/imc)