

One year of Trainer and MT Certification Process implementation

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Quick reminder

Step 1

Candidate trainer

Review criteria, fill-in form, and attach all relevant documentation. Submit to Country Coordinator (CC) via Email

CC

CC to review, evaluate and recommend to Education Working Group (EWG)



NO

CC informs the candidate of any deficiencies, and advises him/her on when and how to address the deficiencies

END

RESTART PROCESS

Completes the Deficiencies

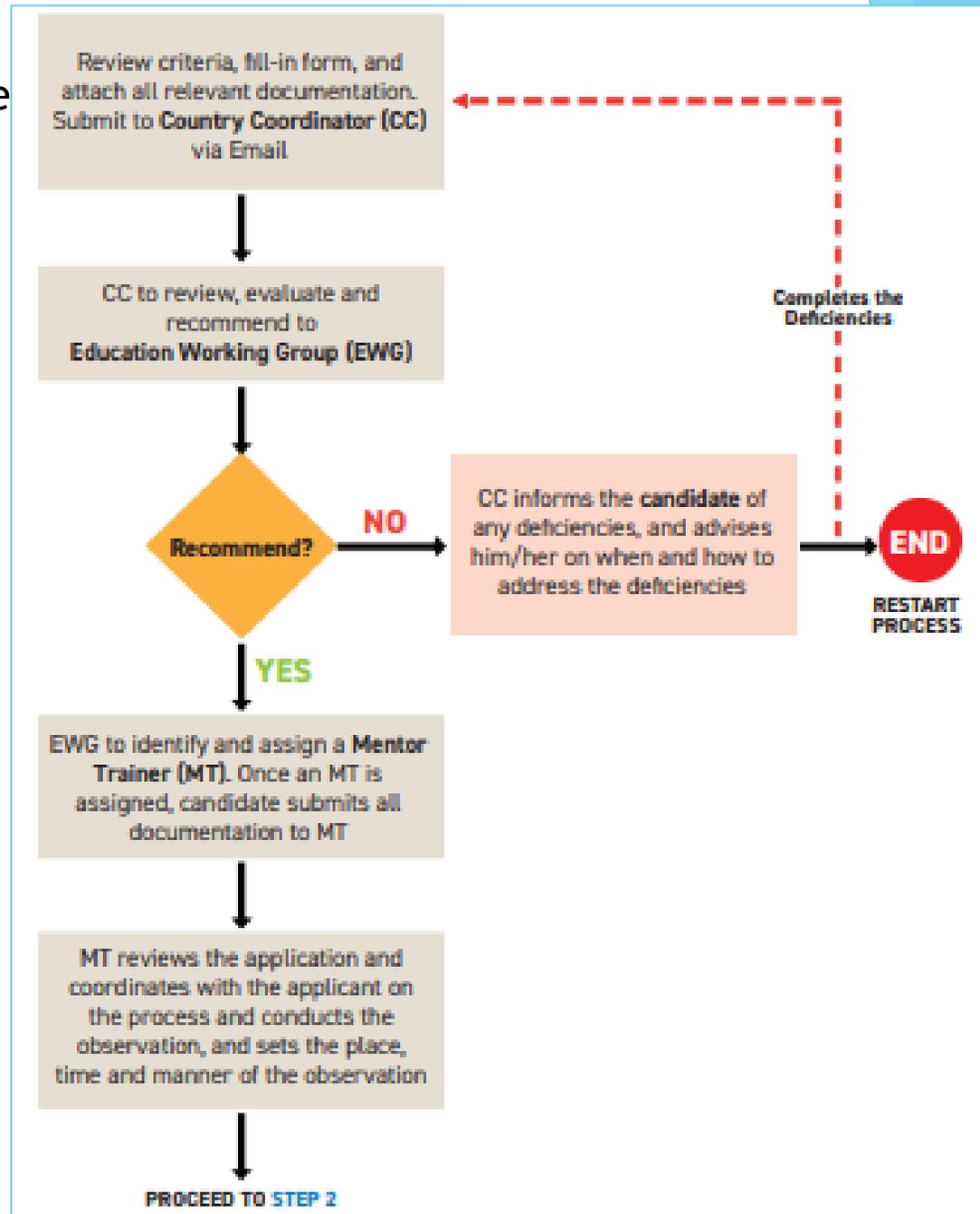
EWG

EWG to identify and assign a Mentor Trainer (MT). Once an MT is assigned, candidate submits all documentation to MT

mentor

MT reviews the application and coordinates with the applicant on the process and conducts the observation, and sets the place, time and manner of the observation

PROCEED TO STEP 2



Step 2

Mentor observes

Observe the workshop in person, virtually or via video submission; complete the candidate trainer workshop observation form and submit to the Country Coordinator (CC)/Regional Coordination Office (RCO) for review and evaluation

CC/ RCO

CC/RCO to review, evaluation and recommend

Recommend?

NO

CC informs the candidate and Mentor Trainer of any deficiencies, and advises him/her on when and how to address the deficiencies

END

YES

EWG

EWG reviews, evaluates, and approves/disapproves the recommendation of the CC/RCO

Approve

NO

Notifies CC/RCO. CC informs the candidate and Mentor Trainer of any deficiencies, and advises him/her on when and how to address the deficiencies

END

RESTART PROCESS

YES

CC/ RCO

Notifies CC/RCO to change status of applicant to "Trainer" in the GLOBE Database

Completes the Deficiencies

Step 3 - maintaining active status

Trainer

Complete the GLOBE Annual Survey

Completed?

NO

CC/RCO changes the status of T/MT to "Inactive" in the GLOBE Database

Request for reconsideration

END

YES

Trainer compiles and submits proof and list of GLOBE accomplishments, activities, and commitment for the past three (3) years.

To be done once every three (3) years, and submitted to CC/RCO

CC/ RCO

CC/RCO reviews and evaluates the documents submitted

Meets requirement?

NO

CC/RCO changes the status of T/MT to "Inactive" in the GLOBE Database

Request for reconsideration

END

YES

CC/ RCO

CC/RCO maintains "Active Status" of T/MT

END

Critical Areas of Trainer Candidate Qualification

- ▶ **Science:** Knowledge and skills to be shown regarding making Earth Systems/Environmental Science relevant to educators. Understanding of the protocol subject areas and interrelated sphere content.
- ▶ **Education:** Knowledge and skills to be shown regarding pedagogical techniques for teaching children or youth in the classroom and in the field.
- ▶ **Teaching Adults:** Knowledge and skills regarding techniques for teaching and engaging adults.
- ▶ **Understanding GLOBE:** Active participation in GLOBE and an understanding of the GLOBE Program including its mission and values
- ▶ **To be described and supported by relevant documents.**

The first delicate step for CC

- ▶ Review the candidate's profile and documentation to **approve the candidate application or reject it**
 - ▶ Compare the candidate's profile and documentation and judge if the candidate meets the requirements.
 - ▶ Warn the candidate if application is not correctly filled
 - ▶ Warn the candidate if there should be more documentation - more proofs for the competences.
- ▶ **Sometimes the candidate did not make proper self-evaluation.**

When there is a candidate trainer in the country, he/she should get a mentor

- ▶ If there is no mentor in the country, EWG appoints mentor from another country
 - ▶ EWG takes care about most practical way for mentor and candidate to do it (in person, online, video.....)
- ▶ BUT, the language barrier can be serious obstacle (if the working language is English, which is not mother's tongue for candidate, not for mentor, it could create a lot of misunderstanding).
 - ▶ The country should have a mentor trainer(s) ASP.

Mentor's role, attitude and approach were discussed in Estonija (GRLE)

- ▶ A mentor should be:
- ▶ **Encouraging** - he/she is there to help, not to judge
- ▶ **Supporting** - participates as the advisor in the whole process (in preparation, organization; make suggestions, offers joint evaluation of the process.
- ▶ **Not criticize**, but engage candidate in a dialogue, offering a different view
- ▶ **Asking questions** to help the candidate go through self-evaluation
- ▶ **Discuss** with the candidate the observations
- ▶ **Discuss** the observed with CC, especially if the candidate's performance was not quite satisfying.

Observation and Observation Form (not quite clear)

Candidate Trainer Demonstrated Ability	Proficient	Partially Proficient	Recommendations for Proficiency
Understanding and Correct Performance of Protocols	Proficient	Partially Proficient	Recommendations for Proficiency
Presentation and Delivery	Proficient	Partially Proficient	Recommendations for Proficiency
Uses Inquiry in Training	Proficient	Partially Proficient	Recommendations for Proficiency
Understands and Places Training in Context of the Science Research Process	Proficient	Partially Proficient	Recommendations for Proficiency
Data Recording, Reporting, Visualizing, and Downloading	Proficient	Partially Proficient	Recommendations for Proficiency

Each area of competences should be described in details - requires mentor's English language competence, but the form itself is helpful.

Filling the observation form by mentor

- ▶ The Observation Form guides the observation, as well as writing the report.
- ▶ The form is created to be helpful - it offers a descriptions that could be copied, or used as inspiration.
- ▶ It is necessary to inform the candidate about the areas of competences which should be observed.
- ▶ Discuss with the candidate in advance how he/she intends to demonstrate required competences.

Experience: it is difficult to observe all required competences in one session (60 - 90 minutes)

Probably is better to do several observations, or combine in-person observation with video or online.

Second delicate step

- ▶ Telling the candidate that it was not proficient.

