Educating and Developing Your Workforce
This program will outline the education and training models managers can use to develop their workforce professionals; guides managers in choosing the right option to suit particular objectives; and reviews the basic principles of good teaching for those who choose to do training and education themselves.
Learning objectives

Identify & describe models
Choose the best model
Design an engaging & effective program
Education, training, and development models

In-house

Outside
In-house

Regular, recurring, standard

One-off
Outside

Custom curriculum delivered in-house
Outside

University or college
Existing course or program
Academic program
Non-credit regular program
Outside

Professional seminars, conferences, workshops, University, corporation, institution, government agency, court
Time
Money
Complexity
What to look for in an outside program
Faculty:
Subject matter experts & education experts
Outcomes

Are learning outcomes clear?

Are the learning objectives on point?

Does the curriculum reflect the learning outcomes?
Does the program engage the learner?
How does it assess learning?
Designing your own program

Start at the end
Define specific objectives
Determine how you’ll assess whether you’ve achieved the objectives
Create the curriculum last
Have fun and be creative
Demo: designing your own program

Group decides on program
    Start at the end: when your paralegals have completed this course, how are they different? What do they know that they didn’t know?

Define specific objectives
    Based on above
    What level do you need them to be: competent, proficient, master

Determine how you’ll assess whether you’ve achieved the objectives
    What exactly do they need to do? Have them do it. How will they demonstrate their competence/proficiency/mastery?

Create the curriculum last

Have fun and be creative