

OPTIMIST TRAINING INSTITUTE, A DIVISION OF THE
LEADERSHIP DEVELOPMENT COMMITTEE OF OPTIMIST
INTERNATIONAL
(Certified Trainer Program)

as of: 10-29-07

MISSION: To Enable Districts to improve with stronger Clubs.
To get trainers involved at the Club, Zone and Regional level.
To provide trainers with better/more professional training skills.

Applicants

Must submit application to Leadership Development. Application available on www.optimistleaders.org.
Selection will be made by the Certification Board & Leadership Development Committee for admittance into the program. An invitation will be sent to selected candidates inviting them to attend the next training session.
Upon acceptance, Optimist International will send a letter with the tracking forms and list of requirements

Club Trainer (Requirements to become a Certified Club Trainer:)

Will be mentored by a Certified International Trainer
20 hours of presentations at Club and/or Zone Level meetings
10 hours must be on Optimist International topics
At least 1 program on the Personal Growth & Involvement (PGI) Program
Attend at least 10 hours of training (at District, International, etc.)
Develop & Present a program of your own creation (at least 30 minutes)
Program must be submitted to Optimist International
Monitored and Evaluated by District Officer and Evaluations by attendees
all to be documented on a tracking form
Attain Levels 1, 2 and 3 of the PGI Program
Attend the Club Training Class at the International Convention or Regional Conference
Upon completion and review of the above requirements applicant may apply to become a Certified Club Trainer by submitting the tracking form to Optimist International Leadership Development Department and, if approved, may begin work toward certification as a Certified District Trainer

District Trainer (Requirements to become a Certified District Trainer)

30 additional hours of presentations at District and/or Regional level

15 hours must be on Personal Growth & Involvement (PGI) or other Optimist International topics

3 hours must be in conjunction with a Certified District Trainer with evaluation by that Trainer

2 hours must be in conjunction with a Certified International Trainer with evaluation by that Trainer

Present a Skills Development Module

Attend a Public Speaking Course (submit documentation, i.e., receipt, etc.)

Teach 2 Skills Development Modules or other approved (submit documentation to Leadership Development Department at Optimist International) module, one of which should be either the Creative Problem Solving or Team Building Module

Present a topic of your own creation on GROWTH (Membership, New Club Building, Retention) (at least 1 hour - can be broken down into two 30 minute presentations). Must be submitted to Optimist International.

Attain through Level 7 of the PGI Program

Attend the District Training Class at the International Convention or Regional Conference

Upon completion of the above requirements applicant may submit an application to the Certification Board for review and acceptance to become a Certified District Trainer by submitting the Tracking Form to Optimist International Leadership Development Department and, if approved, may begin work toward certification as a Certified International Trainer.

International Trainer (Requirements to become a Certified International Trainer)

Develop a training module of your own creation and submit to Optimist International

Assist in teaching Club/District Officer training at the International Convention and be evaluated by 2 Certified International Trainers on the Certification Board

Attain through Level 10 of the Personal Growth & Involvement (PGI) Program

Must commit to making at least four Certified Trainer visits per year

Must apply for this level to the Certification Board upon completion of the above requirements.

Must be selected by the Certification Board

6 Member Certification Board - to be used as a mechanism to handle the commission of the certification process.

Three year rotating commitment (2 replaced each year)

Will evaluate Trainers before they can move up to the next level

Evaluate potential Certified International Trainers at convention workshops