



# Training of Trainers

July 18-22, 2011

## TRAINING DATES/DETAILS:

July 18-22, 2011

Daily from 8:30a-4:30p

## LOCATION:

**MADISON CONCOURSE HOTEL  
& GOVERNORS CLUB**

One West Dayton St.

Madison, WI 53703

1-800-356-8293 Fax: 608-257-8454

Single: \$70 Double \$110

*A Room Block w/rate guarantee if room reservation is made on or before:*

**June 20, 2011**

- *When making your reservation please refer to **CESA 5 Family Service Credential***

## COST: \$950

(Includes all materials, breakfast & lunch, and follow-up support via email and/or phone)

## TRAINERS:

Ruth Chvojicek , FSC Coordinator/Trainer  
and

Melissa Velez, FSC Trainer

**PHONE:** CESA 5 at 1-800-862-3725 ext 245

**EMAIL:** [chvojicekr@cesa5.k12.wi.us](mailto:chvojicekr@cesa5.k12.wi.us)

**LOCAL AIRPORTS:** Dane County Regional Airport—Madison (MSN)  
Free Shuttle service is available to/from the airport

**ONLINE**

**REGISTRATION**

**INSTRUCTIONS**

To register click oval below:

[MyQuickReg.com](http://MyQuickReg.com)

STEP I: Create/save your profile

STEP II: Register for this event

**REGISTRATION DEADLINE:**

**June 17, 2011**

Please include a copy of your MyQuickReg registration confirmation' with your check or money order made out to CESA 5:

## CESA 5

**Attn: Ruth Chvojicek**

**PO Box 564, Portage, WI 53901**

**FAX: (608) 742-2384**

**EMAIL: [chvojicekr@cesa5.k12.wi.us](mailto:chvojicekr@cesa5.k12.wi.us)**

**REGISTRATION QUESTIONS: Julia**

**EMAIL: [jiannacopoulosj@cesa5.k12.wi.us](mailto:jiannacopoulosj@cesa5.k12.wi.us)**

**PHONE: 1-800-862-3725 ext 268**

## CANCELLATION / REFUND POLICY:

Full refund if cancelled more than 4 weeks before a training. Participants who cancel less than 4 weeks or do not attend, will be billed the full fee.

[www.portageproject.org/fsc](http://www.portageproject.org/fsc)

# Family Service Credential Training Opportunities

## Training of Trainers

**Who:** Interested persons, with appropriate skills and experience, who will implement the Family Service Credential within their local agency. Participation in the Family Service Credential direct service staff training is not required but is *highly* recommended. Recommended prerequisites for participants at this level include:

- In-depth direct service experience working with families
- Experience in training adults and knowledge of adult learning practices

**Training Objectives—Participants will:**

- Experience the FSC content from the trainer/facilitator perspective
- Assess & reflect on personal facilitation capacities
- Learn how to integrate knowledge of adult learning principles into facilitation of the content
- Learn how to implement the assessment & portfolio component of the FSC credential
- Learn & apply training and facilitation skills
- Receive follow-up individualized mentoring during back-home implementation
- College Credit available at some locations

**Details:** For dates, location and costs of current training opportunities see enclosed flyer or go to this web site: [www.MyQuickReg.com](http://www.MyQuickReg.com)

## Direct Service Staff Training

**Who:** Direct service staff and their supervisors, working with children and families.

- Build knowledge, skills & capacities in the FSC content areas
- Enhance understanding & application of content through ongoing networking & dialogue with other FSC participants
- Practice & apply content knowledge through work with families
- Demonstrate competencies through assessment and portfolio activities
- College Credit available at some locations

**Costs:** Cost of on-site training at your agency varies depending on your training needs, number of participants, and location.

**For more information:** Contact Ruth Chvojicek, Family Service Credential Coordinator, at 1-800-862-3725 ext 245 or email her at: [chvojicekr@cesa5.k12.wi.us](mailto:chvojicekr@cesa5.k12.wi.us)



# PORTAGE PROJECT'S FAMILY SERVICE CREDENTIAL

**“This is by far the most beneficial training I have ever taken! Everything has been useful.”**

**- participant from a Family Service Credential training sponsored by Michigan Head Start Association, Lansing, MI November 2004**

# The Family Service

**Credential** is a comprehensive, competency based training experience, designed to support direct service staff in their work with children and families.

The content is structured in four modules and designed to support staff in the refinement of skills and strategies to incorporate the core values of being family centered, relationship focused, strengths based, ecological and reflective. The training is appropriate for any staff who work intensely with families in programs such as Head Start, home visitation programs, early childhood or 4-year-old kindergarten program, family resource centers, etc.

The Family Service Credential is offered at both the direct service staff and trainer level. Training for direct service staff is available on-site at your agency to accommodate your schedule and can be customized to meet your individual training needs. The training of trainers level builds the capacity of programs to create their own local training resources within the agency infrastructure. Current training dates for training of trainers is enclosed.

To receive the credential, participants in the direct service staff level complete a portfolio that includes activities and journal entries. The portfolio gives participant's the opportunity to reflect on content learned and apply it to their current work situation. Each portfolio entry is tied to core competencies and indicates how a participants has internalized the core values of the credential.

The curriculum is organized in 4 modules. A brief description of the modules follows.

## Module 1

### Understanding Values and Beliefs in Working with Families

- Looking at personal Values & Beliefs
- Understanding Family Systems
- Family resiliency
- Relationship-Based Communication
- Understanding and Supporting the Family Ecologically

## Module 2

### Empowering Partnerships with Families To Support Growth

- Strengthening Families Living Within High Stress & Challenge
- Families with Special Considerations
- Empowerment—The Broad Perspective
- Empowering Strategies to Support Families
- Roles & Boundaries

## Module 3

### Involving Families Through Family-Centered Practices

- Family-Centered Practices—The Agency Perspective
- Family Involvement
- Supporting Adults in the Parenting Role

## Module 4

### Leading & Managing Professionally

- Collaborating within the Community
- Tools for Managing the Job
- Professional Growth & Development