



Honor Partners

Training Starter Template

Objectives: All participants in the training will be able:

- Publicly recognize and honor partners' contributions to the program
- Privately appreciate partners' hard work in ways that will encourage them to stay involved

Total amount of time: _____ **Number of participants:** _____

Preparation: _____ **Materials:** _____

_____	_____
_____	_____
_____	_____
_____	_____

Training Opening

- Engage Participants _____ minutes
(Ice breaker/warm up activity related to the topic)

Introduce the Topic _____ minutes
(Motivate participants, show them why the topic is important, share objectives & agenda)

Training Middle _____ minutes

(Explain the topic in detail, demonstrate the concept and discuss it, and practice and apply the topic)

- Explain that most people like and want to be recognized for their hard work and contributions. Add that when you often can't pay partners or partner organizations, this recognition becomes doubly important to ensure these partners know you value their time.
- As a group, brainstorm public and private ways to honor partners. Focus on solutions that are no- or low-cost and that are youth-driven (youth-made cards, treats, etc.)



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- As a group, decide on the 3-5 best ideas – make sure there are some private and public ones. Assign small groups of participants to the different ideas that were identified as most promising.
- Have small groups come up with an action plan focused on: who needs to be involved, what needs to be done, and by when to ensure these different ideas are carried out. Have groups share out their action plans to ensure timelines are realistic and the workloads are shared.

Training Wrap Up and Closing

- Summarize, consolidate _____ minutes
(Connect back to the objectives, check for understanding, and discuss questions)

- Plan Next Steps _____ minutes
(Be specific about application to immediate practice.)

- Closing Comments _____ minutes
(Acknowledge, motivate and inspire)

Post-training assessment and revision

- Formal or informal assessment of effectiveness of training
- Note changes to make
- Note areas for additional training