

Green House Train-the-Trainer Courses

<b>Green House Education</b>	<b><u>Who</u></b>	<b><u>When</u></b>	<b><u>Length</u></b>	<b><u>Where</u></b>	<b><u>Overview</u></b>	<b><u>Instructor/Resources</u></b>
<b>Communicating for Success train-the-trainer</b>	Inhouse Trainers	Prior to Green House Educator Training	1 day	On-site or virtual	Experiential training for designated inhouse trainers on communication modules.	<a href="#"><u>Green House Team Facilitators</u></a> Learner Guide Pre/post webinars
<b>Green House Educator Training (train-the-trainer)</b>	Educators	6 months prior to opening	5 Days	TBD – Active Green House site or virtual	Intensive, interactive training that prepares Green House Educators within adopter organizations to teach CORE team education, the foundational education to equip all team members to live out the Green House model.	<a href="#"><u>Green House Team Facilitators</u></a> Learner Guide Post-training webinars ENCORE modules Peer Network Quarterly Educator Boosters
<b>Coaching for Partnership Train-the-trainer</b>	Educators	Occurs twice per year. Work with Green House Project Guide to determine optimal time based on project plan	4 Days	Green House Office – Linthicum, MD or virtual	Experiential training for Green House Educators on application of adult centered learner principles to equip Educators to teach Coaching for Partnership	<a href="#"><u>Green House Team Facilitators</u></a> Learner Guide Quarterly Educator Boosters
<b>Role of Nurses train-the-trainer</b>	Educators	Prior to opening Green House homes	8 hours	Virtual webinars	Content to equip Green House Educators to teach nurse-specific sessions, addressing the changing roles and responsibilities of nurses in Green House homes.	<a href="#"><u>Green House Team Clinical Facilitator</u></a> Learner Guide files PowerPoint Slides

## THE GREEN HOUSE® Project Education Guide

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<b>Executive Leadership</b>	Senior Leadership team	Generally, within the first six months of GHP Project Plan	1 day	On-site or virtual	Designed to address the unique & powerful role of executive leaders in the transformation process. Session includes brief overview of GH model, latest research findings, key role of leadership in vision casting, establishing systems & processes for success and to develop a sustainability action plan.	<a href="#">Green House Team Facilitators</a> Learner Guide Post session webinars
<b>Coaching Approach to Leading Change (CALC)</b>  (New development organization will receive CALC education via GLT webinars)	GLT and other formal /informal leaders	Generally, within the first six months of GHP Project Plan	2 days	On-site or virtual	Interactive session for leaders to equip with basics of a coaching approach in the GH model, knowledge to apply to the organizational change process, and skills to develop in leading and sustaining a coaching approach rooted in the GH core values.	<a href="#">Green House Team Facilitators</a> Learner Guide Post session webinars
<b>Communicating for Success</b>	All staff	It is recommended all modules are taught to all staff members in a three-month time period.	5 modules	On-site	Each module is 1-1.5 hours in length and can be delivered as stand-alone sessions or together in a one-day session. Modules are intended to be taught in order (1-5).	<a href="#">Inhouse Trainers</a> Teacher Guide Learner Guide files PowerPoint Slides
<b>Core Team Education</b>	All staff Sages	Prior to Green House homes opening	5 Days	On-site	Intensive multi-faceted training that provides in-depth education on Green House Core Values and philosophy, essential practices of the model, and the Best Life approach to supporting Elders living with dementia.	<a href="#">Inhouse Green House Educators</a> ; Teacher Guide; Learner Guide; PowerPoint Onsite mentoring by Green House Education Team Member for first three days of Core education

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<b>Coaching for Partnership</b>	Clinical Support Team Corporate Sages	Participants should attend Core education prior. Work with Project Guide to develop education plan.	2 days	On-site	Experiential training on the four key skills of coaching: presenting the issue, active listening, self-awareness, & self-management. CSTM will be equipped with a coaching skillset and mindset to shift from a traditional role to a partnership with the SMWT.	<a href="#">Inhouse Green House Educators</a> Teacher Guide Learner Guide PowerPoint Slides Onsite mentoring by Green House Education Team Member for first teaching session.
<b>Role of Nurses</b>	Nurses	Prior to opening Green House homes	8 hours	On-site	Content focused on the changing roles and responsibilities of Green House home nurses. This session explores the shifting relationship between nurse and direct-care providers when moving to a SMWT of Shahbazim	<a href="#">Inhouse Clinical Educator</a> Teacher Guide Learner Guide files PowerPoint Slides Virtual mentoring by Green House Clinical Educator
<b>Coaching for Supervision</b>	Guides DON NHA Coaching Leaders	Prior to opening of Green House homes	3 Days	Green House Office – Linthicum, MD or virtual	Interactive workshop for Guides, Directors of Nursing, and other organizational leaders including NHA. This session is accredited by International Authority for Professional Coaching & Mentoring.	<a href="#">Green House Team Facilitators</a> Learner Guide
<b>Guide Training</b>	Green House Guides	Prior to opening of Green House homes	1 day	Virtual	Explores the vital and unique role of the Green House Guide as supervisor and mentor to the self-managed work team of Shahbazim. This class identifies the key responsibilities of the Guide in holding team members accountable in a supportive manner.	<a href="#">Green House Team Facilitators</a> Learner Guide

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<b>Green House Training</b>	<b><u>Who</u></b>	<b><u>When</u></b>	<b><u>Length</u></b>	<b><u>Where</u></b>	<b><u>Overview</u></b>	<b><u>Instructor/Resources</u></b>
<b>Culinary Skills and Food Safety</b>	Shahbazim	Prior to Green House homes opening	5 Days	On-site	Culinary skills including: <ul style="list-style-type: none"> <li>• Theory and basics of cooking</li> <li>• Hands-on practice</li> <li>• Special dietary needs</li> <li>• Food ordering process</li> <li>• Menu planning</li> <li>• ServSafe per local requirements</li> </ul>	Local Expert (Dietary Manager/Dietician), Sample content provided by Green House Project
<b>In-House Training/ Lab Practicum</b>	Shahbazim	Prior to house openings – recommended within one week of home opening	5 Days	On-site	<ul style="list-style-type: none"> <li>• Customized hands-on training developed by Organization, including: Housekeeping/ Laundry/ Activities/ Budget/ Ordering/Spend-Down/ Staffing/ Policies &amp; Procedures/CPR/ Emergency Preparedness/ Lifts/ Spa/Life Safety/Maintenance</li> </ul>	<u>Inhouse Green House Educators and other inhouse experts (I.e., Environmental services director) and vendors</u>
<b>First Aid and CPR</b>	Shahbazim	Prior to house openings & beyond	Per local requirement	On-site	Locally approved CPR and First Aid Certification program	Local Expert
<b>EN-CORE</b>  (Please note, this will no longer be available after December 2020)	All staff Sages	On-going	5 Days	On-line and On-site	Intensive multi-faceted training that provides education regarding Green House Core Values, foundational philosophy, and essential practices utilizing online modules, inhouse educator support and peer mentors.	<u>Inhouse Green House Educators</u> Access to web-based modules Teacher Guide Learner Guide
<b>Peer Mentoring</b>	Select Shahbazim and Nurses	As needed	6 hours	On-site	Training to equip inhouse peer mentors supporting new Green House employees. Content includes roles/responsibilities of a peer mentor, communication builders, positive recognition, and team building.	<u>Inhouse Green House Educators</u> Teacher Guide PowerPoint Slides
<b>Meaningful Life and Engagement</b>  (Please note, this will no longer be available after December 2020)	All staff Sages	Three to six months after opening and ongoing	4 one-hour modules	On-site and on-line	Web-based modules on the Green House core value, Meaningful Life, the dimensions of engagement in a Green House home, and the role of staff in supporting meaningful life and engagement for Elders.	Organization’s Green House Educators Web-based modules Learner Guide

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GREEN HOUSE EDUCATION									
WHAT	Communicating for Success	CALC	Core Education	Coaching for Partnership	Coaching Supervision	Role of the Nurse	Culinary Skills and Food Safety	Lab/In-house practicum	First Aid and CPR
LENGTH	5 modules (1-1.5 hours each)	2 days	5 days	2 days	3 days	8 hours	5 days	5 days	As required by local regulation
WHERE	On-site	On-site	On-site	On-site	Green House Project Office, Linthicum, MD	On-site	On-site	On-site	On-site
MENTORING			New projects on-site or virtual mentoring by GHP	New projects on-site or virtual mentoring by GHP		Virtual mentoring during first delivery			
DELIVERED BY	Inhouse trainers	Green House Project Staff	Green House Educators	Green House Educators	Green House Project Staff	Green House Educators	Inhouse training team	Inhouse training team	Inhouse training team
WHO ATTENDS WHICH EDUCATION SESSION									
Shahbazim	X		X				X	X	X
Clinical Support Team Members (non-nurse)	X	X	X	X					
Guides	X	X	X		X			X	
DON	X	X	X		X	X			
Corporate staff	X	X	X	X					
Nurses	X	X	X	X		X			X
Administrator	X	X	X		X				
Other ancillary staff	X		X	X					
Sages	X		X	X					