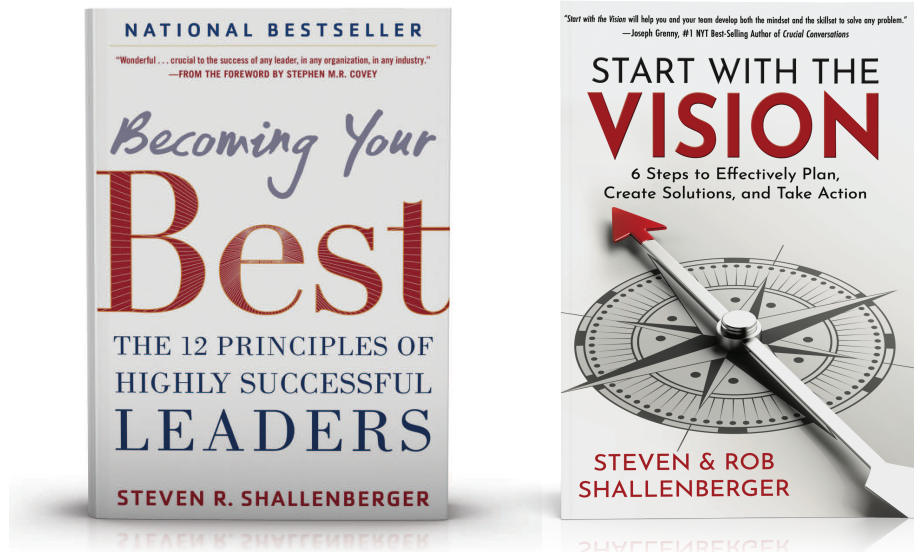


BECOMING YOUR BEST

GLOBAL LEADERSHIP

WELL BEING • PERFORMANCE • PRODUCTIVITY

TRAINER CERTIFICATION OVERVIEW



-BUILDING HIGH PERFORMANCE-

PEOPLE • CULTURE • STRATEGY

Becoming Your Best Global Leadership invested thousands of hours of research to identify what sets apart great leaders and high-performers from everyone else. Based on that research, we have developed proprietary tools and processes that will bring out the best in your people, transform your culture, and create alignment from top to bottom. Becoming Your Best's unique approach will have a significant impact and increase the performance and productivity of your team members by 30% to 50% on average. You will teach them life changing habits and processes to help others prioritize their time and do what matters most. This translates into thousands of hours of additional productivity and millions of additional dollars in measurable revenue and cost-savings. As a certified trainer, you become a part of a world-class community of client trainers and coaches.



WWW.BECOMINGYOURBEST.COM

Becoming Your Best Trainer certification courses are designed to help the trainer deliver high-impact training that will transform people and achieve sustainable success!

Trainer Certification Requirements:

- 1. Ability to Train.** Our Trainer Certification courses focus on giving trainers the tools, resources, and training so that they are empowered to deliver transformational content.
- 2. Committed Organization.** The most successful trainers have the support of their organization. There should be a sponsoring organization that has a committed budget to the training. During the certification course, our Master Trainer will help the trainers develop an implementation strategy specific to their organization so that they can maximize the impact of the training.
- 3. Technical Aptitude.** The ability to use technology is vital to the success of those being certified. The content and presentation incorporate videos, group exercises, and slides. The technology is relatively simple if there is a base-level understanding of PowerPoint.

The Certification Process

Prior to the start of the conference, the Master Trainer will ensure that each trainer has the material and a thorough understanding of the process.

Step 1: Register and Attend a Certification Conference

- Complete the live 2.5 day Certification Conference commonly called the Breakthrough Leadership Conference.
- Demonstrate understanding of course content and effective facilitation skills.

Step 2: Visit the Trainer Success Center

- Visit the Trainer Success Center at (www.BecomingYourBest.com/trainer-certification/) for PowerPoints, videos, templates, and other training aides.

Step 3: Schedule and Train

- Teach three groups within twelve months
- Participate in the Quarterly Certified Trainer Success Call to stay up to date on the latest research and tools

What is the format for the Trainer Certification Course?

The Trainer Certification Course is designed to give trainers a deep dive into the content so that they can teach and coach effectively. Below is a brief overview of what to expect:

- **Trainer Certification Overview**

On the morning of Day One, the Master Trainer will review the Trainers Guide and other important materials with each person going through the certification so that expectations are clear and you can maximize the value of the conference.

- **Content Application**

Throughout the two-day conference, you will wear the hat of both a participant and a trainer. In other words, you will experience the content from the lens of the participant first and then how you would teach it second. In many conferences, you have people attending the conference who are there as participants, so you will be able to observe the impact of the principles and processes real-time.

- **Practice**

You will have plenty of opportunities to practice and see how to effectively train or coach your organization.

- **Teachback**

At the end of the Trainer Certification Course, each trainer will have an opportunity to do a ten-minute “teachback.” You will receive helpful feedback from the Master Trainer and others in the course.

- **Customization Plan**

The Master Trainer will help you develop an effective teaching and implementation plan to maximize the results in your organization. In addition, there will be a personal one-on-one training call approximately 90 days after the conference to help answer any questions or discuss specific implementation ideas for your training plan.

As a Certified BYB Trainer, you will get the following training materials:

- **Trainer Guide** – The trainers guide has everything necessary to help you be successful in the training, facilitation, or coaching of the Becoming Your Best content.
- **The online version of the entire two-day training** so that you can reference it or go back to certain areas for a review.
- **Access to the Trainer Success Center**– This is an online library of trainer resources to help you be successful. It includes PowerPoints, templates, training videos, and other powerful resources.
- **Weekly success rhythm email** to share with those you train. Each email has a weekly leadership action item.
- **Access to a Personal Productivity Assessment™** for each participant to get a baseline score for their current level of productivity.
- **A Quarterly Group Call** to review new content, research, and best practices.

Frequently Asked Questions

What is included in the participation kit?

Included in each participant kit is the following:

1. A participant guide filled with 36 proprietary exercises and activities.
2. A Becoming Your Best weekly planner. This is a powerful time- management tool that will help the participant stay focused on what matters most.
3. The book *Becoming Your Best: The 12 Principles of Highly Successful Leaders*
4. The book: *Start with the Vision*
5. A weekly email that has a Leadership Action Item to focus on that week and the BYB weekly podcast.
6. Online audio recording and stories for each of the 12 Principles.



What is the Trainer Success Center?

Our vision is to help you deliver life-changing training to your team and organization. This is an online library of trainer resources to help you do exactly that – transform lives and teams. It includes PowerPoints, templates, training videos, and other powerful resources.

Some of the Trainer Success Center resources include the following:

- **Training Videos**—These quick videos will help you present the content in the most powerful way as well as to introduce specific individual and team activities.
- **Weekly Principle Emails**—These emails can be set up to go to each of the participants you trained on the same schedule. The emails have a weekly leadership action item so that the participants have something to do each week to build on the momentum from your training. You can see each of these emails and customize them to your specific organization.
- **Webinar Archive**—Our exclusive Trainer Web Seminar Archive will enable you to train in such a way that participants engage with the material and leave the training ready and able to use the skills.
- **Templates**— You have access to powerful tools and templates such as the following: Roles and Goals, Continue – Start – Stop, Relationship Agreements, The Six-Step Process flowsheet, and many more. You can share these with anyone of you've coached or trained.

Should I bring a computer to the Trainer Certification Course?

Yes, if possible, bring a computer to the Trainer Certification Course. Additionally, we strongly recommend you connect with your IT department prior to the conference so that you can get any necessary permissions to install training files onto your computer. While you won't need a laptop for the teachback portion of the conference, most trainers prefer to have a computer so that they can download and practice teaching the principles.

What is the agenda for the conference?

You will receive several confirmation emails after you register for the conference. Those emails will have the specific details for your conference.

Most conferences will follow this general outline:

Day One

Focuses on the 12 Principles of Highly Successful Leaders and how they influence your people and culture.

7:30 a.m. – Meet with the Master Trainer to get your materials and walk through course expectations.

8:30 a.m. – Conference begins

10:30 a.m. – Break

12:00 p.m. – 1:00 p.m. – Lunch

2:30 p.m. – Break

4:30 p.m. – Wrap up for the day

Day Two

The morning focuses on the Six-Steps to Planning and Execution and the afternoon will finish with the remainder of the 12 Principles.

8:30 a.m.– 4:30 p.m. (same schedule as day one).

4:30 p.m. – Facilitation techniques implementation strategies and lessons learned.

5:30 p.m. – Teachback begins.

6:30 p.m. – 7:30 p.m. Conclusion and Wrap-up. Present certificates and take pictures.