

Certificate programme

Intercultural Business Trainer/Moderator (IBT/M) ®

Dates for the next IBTM programme:

Modul 1 IBT/M1: Intercultural Business Communication	11. - 12.10.2019
Modul 2 IBT/M2: Train The Trainer	07. - 09.11.2019
Modul 3 IBT/M3: Developing intercultural training programmes	05. - 07.12.2019
Modul 4 IBT/M4: Effective Moderation	30. - 31.01.2020
Modul 5 IBT/M5: Implementing and designing simulations and activities	01. - 02.02.2020
Modul 6 IBT/M6: Evaluation and Certification	06. - 07.03.2020

This unique intercultural train-the-trainer programme offers you a focus on training and facilitation skills for the international business environment. The entire programme is carried out in English. The programme is accredited by the Deutsche Gesellschaft für Interkulturelle Trainingsqualität e.V (DGIKT). Participants who successfully complete the programme achieve the status of DGIKT certified trainer.

Seminar-language: English

Location: Viva Vita in Freising - Munich area

Intercultural trainer: Susanne Dranaz, Brigitte Speicher, Gary Thomas & members of the assist International HR team

Your investment:

Intercultural Business Trainer/Moderator (IBT/M) training programme € 3.890,- (consists of the seminar fee of € 3330,- and a conference fee of € 560,-) The fee is exempt from Value Added Tax according to the German § 4 Nr. 21 a) bb) UStG.

what are your benefits:

The Intercultural Business Trainer/Moderator (IBT/M) programme is the most extensive, most demanding and in terms of the total hours of face-to-face and blended learning the most cost-effective and value for money programme of its' kind in Europe:

- Participation in 4 preparatory webinars 7-10 days before the face-to-face classroom modules.
- Access to the virtual classroom of your learning group with exciting contents and tasks.
- Peer coaching between the face-to-face classroom modules.
- Project work between the face-to-face classroom modules
- 14 days face to-face classroom training in 6 modules on just 5 dates
- Intensive participant support: Small groups of max 14 participants. With 9 participants or more usually with 2 trainers.
- Training material and handouts to download and in paper form.
- Conference fee in the seminar location consisting of tea, coffee, soft drinks, lunch & snacks.
- Certification to the criteria and standards of the Deutsche Gesellschaft für interkulturelle Trainingsqualität (DGIKT) e.V

Payment in instalments is possible on request.

Seminar contents of the IBT/M-programme

IBT/M1: Intercultural Business Communication Basics (2 days face-to-face training)

In our foundation module you will gain an insight into the current tried and tested fundamental models and concepts of **intercultural theory**. You will increase your understanding of culture and you will learn different approaches to cultural awareness. We will present you with a **practical process for the enhancement of intercultural competence**. You will discover the advantages and disadvantages of the different approaches used in intercultural training to understand and compare cultures. Particular focus will be placed on your **learning transfer** as a participant. Furthermore, you will receive an introduction into different **methods** which are used in intercultural training for increasing intercultural sensitivity.

IBT/M2: Trainer Skills (Webinar + 3 days face-to-face classroom training)

The Trainer Skills module places the focus on the development of your **personal training style as an intercultural trainer** and the refinement of **your ability to teach and deliver training**. You will improve how you use **non-verbal and verbal communication to motivate and activate** your participants effectively. You will practice how to achieve **wavelength** with your learning groups on the relationship level. You will discover how to **structure lessons and training sessions effectively**, taking the learning styles and perception channels of your audience into consideration. You will train **how to handle questions and difficult training situations** in the **intercultural** context. You will be given the opportunity to stand in front of the group **every day** and receive **intensive (video) feedback**. As a result, you will become aware of the strengths in your training style and you will work intensively on your learning areas. To ensure the sustainability of your learning and to support your individual process of self-reflection you will receive your video recordings at the end of the module.

IBT/M3: Training Design - Developing intercultural Training (Webinar + 3 days face-to-face training)

In this module you will learn how to **design your own training from the basic idea to the finished training outline**. How to consider participants' needs and objectives, how to select appropriate materials and resources and how to **plan, sketch out and refine your training courses**, taking the knowledge levels, intercultural needs as well as the learning and performance curves of your audience into consideration. You will become aware of when and how to apply key methods in intercultural training. These include critical incidents, culture standards and culture assimilators as well as the aspect of culture-general and culture-specific training. Moreover, you will get to know innovative **blended learning approaches** to increase the learning of your participants and as a special feature of your future training.

IBT/M4: Effective Moderation (Webinar + 2 days face-to-face training)

As an intercultural moderator your task is to **lead the workshop** through the agenda from the start to a successful conclusion, with **clearly defined measures and results**. It is particularly important to handle the **group dynamic** while paying particular attention to the **intercultural diversity** among the participants. In this **hands-on** module you will be placed into the **role of the intercultural moderator** to try out different tools and techniques and to receive helpful feedback to your performance as an intercultural facilitator. You will receive inputs on **how to design workshops with international teams** and how to manage tricky situations in intercultural workshops.

IBT/M5: Designing and implementing simulations and experiential activities (Webinar + 2 days face-to-face training)

Intercultural communication exercises, experiential learning, role plays, case methodology and simulations are some of the most important methods in intercultural training to increase cultural sensitivity and sensory acuity for the improvement of intercultural competence. In this module you will experience a range of simulations and activities on offer on the market and you will recognise what needs to be considered in the phases of briefing, implementation and debriefing. You will learn how to **customise available simulations** to meet the needs of your learners and how to **design and develop your own exercises and simulations**.

IBT/M6: Evaluation & Certification: (2 days)

The **final examination** module of the Intercultural Business Trainer/Moderator (IBT/M) programme takes the form of a **practical workshop** as well as in the **final presentation of your project work**, the development of your own intercultural or international training course. The final examination follows the regulations and standards of the Deutsch Gesellschaft für interkulturelle Trainingsqualität (DGIKT) e.V. statt. Upon successful completion of the Intercultural Business Trainer/Moderator (IBT/M) programme you will receive a certificate of the DGIKT e.V.