

Certificate programme

Intercultural Business Trainer/Moderator (IBT/M)

Blended Live Online

Dates for the next training programme:

IBT/M/1: Intercultural Business Communication Basics	29.- 30.04.2021
IBT/M/2: Live Online Trainer/Moderator Skills	28.- 29.05.2021
IBT/M/3: Training Design: Developing Intercultural Trainings	24.- 26.06.2021
IBT/M/4: Development and delivery of simulations and activities	17.- 18.09.2021
IBT/M/5: Trainer/Facilitator Skills	(face to face if possible) 05.- 07.11.2021
IBT/M/6: Assessment and Certification	19.- 20.11.2021

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: 11 of the 14 training days take place live online. We run module 5 of the IBT/M programme face-to-face in Freising near Munich. Due to the proximity to Munich airport, the location offers optimum availability to our participants from all over Europe. The seminar location is the seminar house Viva-Vita in Freising.

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

Your investment:

Intercultural Business Trainer/Moderator (IBT/M) Live Online programme € 3.790,-. The fee is exempt from Value Added Tax according to the German § 4 Nr. 21 a) bb) UStG.

What are your benefits:

- Participation in online web sessions and in the classroom module.
- Access to the virtual classroom of your learning group with exciting contents and tasks.
- Peer coaching between the training modules.
- Project work between the training modules
- 11 online training days and 3 days face to-face classroom training in 6 modules
- Intensive participant support: Small groups of max 14 participants. With 9 participants or more usually with 2 trainers.
- Training material and handouts to download.
- 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 Blended Live Online programme

IBT/M1: Intercultural Business Communication Basics (2 days online training)

In our basic module you will acquire a practical foundation of the most common and important models and concepts of intercultural theory. You will increase your cultural understanding and learn about different approaches to intercultural awareness. We introduce you to a practical process for acquiring intercultural competence. You will discover the advantages and disadvantages of the most common approaches used in intercultural training to understand and compare cultures. We place a particular focus on the transfer of learning of our seminar participants. You will also gain an introduction to different methods used to increase intercultural awareness and in different areas in intercultural training.

IBT/M2: Live Online Trainer/Moderator Skills (web session + 2 days online training)

The Live Online Trainer/Moderator Skills module focuses on your trainer competence as an intercultural online trainer. You will practice targeted relationship building with the learning group as the basis of every successful live online session. You will repeatedly stand on the virtual stage and receive intensive (video) feedback. To ensure sustainability and for self-reflection, you will receive your video recordings after the live sessions.

In addition, you will learn how to take the agenda from the beginning to a successful conclusion in live online workshops, with clearly defined actions and results. In this hands-on module, you will practice using appropriate online facilitation tools and techniques yourself in the role of an online facilitator and get helpful feedback on your facilitation skills. You will receive input on developing online workshops with virtual teams and learn how to manage difficult situations in online meetings and workshops.

IBT/M3: Training Design: Developing Intercultural Trainings (web session + 3 days online training)

In this module you will learn how to design your own trainings from the basic idea to the finished training guide. How to meaningfully consider participant goals and needs, how to gather appropriate resources, how to plan, outline and then refine trainings according to your participants' prior knowledge, intercultural needs and performance and learning curves. You will learn when and how to use key methods in intercultural training. This includes dealing with critical incidents, cultural standards and cultural assimilators as well as the aspect of culture-specific and culture-general training. In addition, you will learn about modern, innovative blended learning concepts that increase the learning efficiency of your participants and make your training a special experience.

IBTM4: Development and delivery of simulations and activities (web session + 2 days online training)

Intercultural communication exercises, experiential exercises, role plays, case methodologies and simulations are among the most important methods used in intercultural training to increase intercultural sensitivity and improve intercultural competence. In this module, you will experience a range of commonly used simulations and activities and recognise what to look for when briefing, conducting and debriefing simulations and activities. You will learn how to adapt existing simulations to meet the needs of your group and how to develop your own exercises and simulations.

IBTM5 Trainer/Facilitator Skills (web session + 3 days face-to-face training - if possible within the Covid 19 pandemic - otherwise live online!)

The trainer skills module focuses on your personal style as an intercultural trainer and facilitator and on deepening your face-to-face training or workshop skills. You will improve your use of non-verbal and verbal communication to effectively motivate and activate your participants. You will practice the targeted development of wavelength to the learning group as the basis of the relationship level. You will learn how to structure learning units effectively, taking into account the learning styles and perception channels of your participants.

As an intercultural facilitator, you have the task of leading the agenda in the workshop to a successful conclusion from the very beginning, with clearly defined actions and results. In doing so, it is important to accompany and control the dynamics in the group of participants, taking intercultural diversity into account. In this hands-on module, you will practise using appropriate facilitation tools in the role of the intercultural facilitator.

Using practical exercises, you will master how to deal with questions and difficult training situations in intercultural trainings and workshops. You will stand in front of the group every day and receive intensive (video) feedback. This makes you aware of your strengths and you will work together intensively on improving your learning areas. To ensure sustainability and for self-reflection, you will receive your video recordings after the attendance module.

If possible, we will conduct this module as a face-to-face training. If this is not possible due to Covid 19, this module will take place live online.

IBTM/6: Assessment and Certification (2 days online)

The completion of the training programme "Intercultural Business Trainer/Moderator (IBT/M)" consists of two parts: You will conduct a workshop in the training group and present your self-developed concept for an intercultural or international training project. The examination is conducted according to the standards and guidelines of the German Association for Intercultural Training Quality (DGIKT). After successful completion of the IBT/M Train-the-Trainer programme, participants receive a certificate from DGIKT e.V.