



MHFA 3-DAY VIRTUAL INSTRUCTOR TRAINING



AGENDA

DAY 1:



8:30 a.m.:
HUDDLE 1

 30 MIN BREAK



10:30 a.m.:
HUDDLE 2

 60 MIN BREAK



1 p.m.:
HUDDLE 3

DAY 2:



8:30 a.m.:
HUDDLE 4

 30 MIN BREAK



**BREAKOUT
ROOMS**

**COACHING
SESSIONS**

DAY 3:

8:30 a.m.:
TEACHBACKS



3 p.m.:
**FINAL
HUDDLE**

5 p.m.: END



Plan for daily homework to prepare for the next day's sessions.

CONTENT

PRE WORK

1 WEEK PRIOR

- Complete the safety guidelines form and course agreement (15 min).
- Watch the Adult MHFA or Youth MHFA modeling course (8 hours).
- Complete Instructor Processing Guide (IPG) while watching videos.
- Technology Requirements.
- Roll Call Meeting.
- Review Course Management Guide.
- Curriculum facilitation.
- Participant engagement.

DAY 1

6-8 HOURS

- Introduction and ground rules.
- Review of Safety Agreement.
- Tour of Learning Environment.
- Review of 3-day schedule and expectations.
- MHFA program overview
- Unpacking Segment 1-4.
- LUNCH BREAK
- Teaching Strategies: Andragogy, Language and Group Facilitation.
- Teaching in a virtual environment.
- Presentation tips & guidance.
- Teachback assignments.
- Homework.

DAY 2

6-8 HOURS

- Review rubric domains and teachback scoring.
- Breakout rooms for Learning.
- LUNCH BREAK
- Individual coaching appointments (30 min).
- Independent presentation preparation (2-4 Hours).
- Homework.

DAY 3

6-8 HOURS

- Instructor candidate teachbacks (morning).
- LUNCH BREAK
- Instructor Candidate Teachbacks (afternoon).
- Brand ambassador.
- Fidelity to the model.
- Next steps.
- Call to action.
- Graduation.

POST WORK

2-3 WEEKS AFTER

- New course content overview (30 min).
- Virtual environment.
- Best practices (15-20 min).
- Blended learning logistics (30 min).
- Facilitating MHFA/YMHFA Community course using LMS (30 min).