

Apprentice Facilitator Role

Who can be an apprentice facilitator?

- People who have applied for SLA facilitator positions and:
 - meet all the SLA facilitator requirements
 - have been interviewed (*for the purpose of becoming a facilitator*)
 - have been offered an apprentice facilitator position

What is the difference between an apprentice facilitator and a tutor?

- Responsibilities and functions (*beyond the tutor role*):
 - review materials/concepts prior to workshop
 - develop student awareness habits
 - promote collaborative learning environments
 - conduct brief, end-of-day, workshop reviews with main facilitator (*as needed*)
 - attend planning and review sessions with main facilitator
 - act as a “substitute” facilitator in the absence of the assigned facilitator for various subject matter related workshops (*as needed*)
- Pre-facilitator training (*with stipend*):
 - SLA history and approach
 - SLA policies and procedures
 - facilitation skills
 - skills integration (*study, notes, tests, memory, disabilities, etc.*)
 - administrative details
 - conducting workshops
 - conflict resolution
- On-the-job training:
 - maintain workshop attendance policies (*not just taking attendance*)
 - enforce workshop rules
 - attend some lectures (*as assigned*)
 - brief group presentations (*as assigned*)
 - present workshop materials (*as assigned*)
 - responsible for tracking and enhancement of specific skills (*as assigned*)
 - assist students in understanding course material
 - exposure to working with course faculty

What are the goals of apprentice facilitation?

- To mentor individuals who will become SLA facilitators upon successful completion of the apprenticeship experience.
- To allow potential facilitators the opportunity to practice skills before conducting workshops individually.
- To observe the apprentice facilitator before assigning him/her to a workshop.
- To give potential facilitators the opportunity for more exposure to the workshops before they decide to accept the responsibility of a workshop (*more informed decisions*).