

General Council for Islamic
Banks and Financial Institutions



المجلس العام للبنوك
والمؤسسات المالية الإسلامية



20 Years

Advocating the Islamic Finance



Training of Trainers (ToT) Programme 20 – 23 December 2021 | Online | English

About CIBAFI

The General Council for Islamic Banks and Financial Institutions (CIBAFI) is an international non-profit institution that represents the Islamic financial institutions (IFIs) worldwide. It was founded by the Islamic Development Bank (IsDB) and a number of leading IFIs. CIBAFI is affiliated with the Organisation of Islamic Cooperation (OIC).

Today, with over 130 members from 34 jurisdictions, CIBAFI is recognised as a key component of the international architecture of the Islamic finance industry. CIBAFI's members vary from Islamic banks, multilateral banks, to Takaful companies, international standard-setting organisations, regulators and other professional services firms.

CIBAFI's mission is to support the Islamic financial services industry (IFSI) by providing specific activities and initiatives, aiming to strengthening the growth of the industry, deepening Shariah objectives in financial dealings and transactions, and facilitate cooperation between members and institutions of common interest.

CIBAFI is guided by its Strategic Objectives, which are 1) Advocacy of Islamic Finance Values and Related Policies & Regulations; 2) Research and Innovation; and 3) Training and Professional Empowerment.

About the Programme

The Training of Trainers (ToT) Programme is designed to enable trainers to transform knowledge and information in the most effective way into practical skills and applications that help achieve the goals and outcomes of the training programme. Rather than focusing simply on conveying information, this training programme contributes to building the capacity of the trainers and developing their skills in preparing, implementing, managing, and evaluating training programmes. More generally, the programme aims to enhance communication and presentation skills of participants in different scenarios and cases.

Programme Objectives:

By the end of this course, the participants will be able to:

- Demonstrate training capability by presenting a short course.
- Use accelerated learning techniques and suitable instructional methods to deliver effective courses.
- Sequence the course structure based on best practices and in line with established learning methodologies.
- Present training content effectively through employing established learning principles.
- Use different training tools in line with human perception capabilities to maximize information transfer.
- Enhance learning using the cognitive training model, training theories, and memory patterns.
- Take advantage of multiple channels of communication by using the surrounding environment, body language, and training aids.
- Use powerful questioning techniques, increase participants' participation, coach, and handle difficult situations.

Who Should Attend?

This programme is ideal for but not limited to the following:

- Trainers in different fields.
- Human Resource Managers and Supervisors.
- Training and human development employees.
- Marketing and sales employees.
- Corporate communication and marketing specialist.

Agenda

Day 1: 20 December 2021

12:00 – 12:10	Opening Session <ul style="list-style-type: none">• Welcoming remarks by the General Council for Islamic Banks and Financial Institutions "CIBAFI"
12:10 – 13:15	Session 1 <ul style="list-style-type: none">• What is competency based Training?• Learning styles
13:15 – 13:30	Break
13:30 – 15:00	Session 2 <ul style="list-style-type: none">• Developing training objectives• Establishing performance standards or outcomes

Day 2: 21 December 2021

12:00 – 13:15	Session 3 <ul style="list-style-type: none">• Planning for the training• Building training content
13:15 – 13:30	Break
13:30 – 15:00	Session 4 <ul style="list-style-type: none">• Presenting training content• Presentation skills

Day 3: 22 December 2021

12:00 – 13:15

Session 5

- Outlining the training environment
- Communication skills

13:15 – 13:30

Break

13:30 – 15:00

Session 6

- Motivating the trainers
- Training strategies and methods

Day 3: 23 December 2021

12:00 – 13:15

Session 7

- Online training

13:15 – 13:30

Break

13:30 – 15:00

Session 8

- Training demonstrations

For registration, [CLICK HERE](#) or use the registration form below.





20 Years

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Registration Form

Name: -----

Nationality: -----

Institution: -----

Position: -----

Department: -----

Address: -----

Country: -----

Email: -----

Telephone: -----

Mobile: -----

Please send the completed form to CIBAFI Secretariat

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E-mail: cibafi@cibafi.org