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**Traits of a good Faciliator**

**They know the content.**

The best trainers are very familiar with every part of the material they are presenting. They know what's in their handouts, brochures, and trainee materials.

**They know what they don't know.**

Great trainers are also very aware of and honest about what they don't know. Just ask them and they'll tell you... they will also work very hard to help you find the answer.

**They can train around the material.**

Even the best-designed training materials will have some weak areas. Good trainers can spot these and develop ways to work around them.

**They can entertain.**

Top trainers know that you can't teach a sleeping student, so they work diligently to present their information in a manner that keeps trainees attuned, alert, and learning.

**They adapt.**

Flexibility is the key to good training. What works for one student may not work for another and trainers know how to adapt their styles, examples, and material to fit the needs of different audiences.

**They are focused on keeping time.**

One key to successful training courses is to start and stop on time. Great trainers can manipulate their material as needed so that they are *always* on time.

**They keep things moving and stay on topic.**

Once in the training environment, the trainer controls everything. To observers, it may seem like chaos reigns, but the talented trainer keeps things moving forward and o n-topic.

**They have people skills.**

Regardless of scale, trainers are always interacting with many, many people. The best trainers deal effectively with personalities of all types, from the ultra-shy to the loud-and-belligerent.

**They understand that learning is a life-long process.**

While the course or class they teach may be short, top trainers make themselves available even after the formal training has been completed.

**They are constantly improving.**

Great trainers actively search new ideas, tips, and techniques to improve the quality of their training, their delivery, and their materials.