



Florida Transit Operator Trainer Training Program

INSTRUCTOR'S COURSE IN BUS OPERATOR TRAINING (FT00429)

March 7-10, 2011

Tampa, Florida

COURSE OVERVIEW

This instructor-led course provides a standardized training program that can be used by any transit service provider to train qualified, professional bus operators. Instructors are trained in presentation and creative learning techniques, facilitation methods, and adult learning principles for teaching operators skills in vehicle operation, emergency management, and customer relations.

Upon completion of this course, instructors are qualified to train bus operators by the US Department of Transportation. All bus operators trained by these instructors will receive US Department of Transportation certificates from the FTA Office of Safety and Security Transportation Safety Institute upon receipt of a written request from the instructor and submission of the course evaluations and roster. Instructors will receive TSI course materials for vehicle operations, emergency management, and customer relations, plus road training guidelines. Included on the CD-ROM are all manuals, electronic slide set, quizzes, course evaluation form, and certificate request form, authorized by the Federal Transit Administration. Technical support is also available on request.

COURSE ELEMENTS

- ◆ Teaching in various training environments, the trainer's role
- ◆ Adult learning principles
- ◆ Delivery styles and methods, training aids, using multimedia equipment
- ◆ Facilitation skills, the art of questioning, managing class participation
- ◆ Team teaching
- ◆ Training strategies, the environment, class configuration
- ◆ Role-playing exercises and training presentations, self-evaluation

WHO SHOULD ATTEND

Individuals responsible for training bus operators. Safety managers and supervisors, training managers, and driver trainers; only two representatives from each property please. **This is a required course to be eligible for the Florida Operator Trainer Training Certification. Travel and lodging will be reimbursed to transit agency attendees based upon State of Florida guidelines. Travel reimbursement documents must be filled out and submitted to CUTR PRIOR to traveling to the training. All airline and car rental arrangements must be made through CUTR Travel.*

NOTE: Individuals who successfully complete this course may register for the 1-Day certification training to receive course materials for the Paratransit Operator Training Program (FT00530) and not attend the entire 4-day course.

REGISTRATION INFORMATION

There are no registration fees for the 4 day course. Space is limited, so please register early to avoid disappointment. Two seats per agency. A confirmation letter will be forward to each registrant with schedule and hotel information. Cancellations should be received 15 business days before class.

If you would like to attend this session, fill out the form on the back, and fax to reserve your seat.

Center for Urban Transportation Research

Attn: Molly Buffington

University of South Florida

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This is a mandatory course to be eligible for the Florida Operations Network Trainer Training Certification

REGISTRATION FORM TO ATTEND
INSTRUCTOR'S COURSE IN BUS OPERATOR TRAINING (FTOO429)
MARCH 7-10, 2011 TAMPA, FLORIDA

REGISTRANT'S NAME _____

JOB TITLE _____

MAJOR DUTIES & RESPONSIBILITIES _____

EMPLOYER _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE (_____) _____ FAX (_____) _____

EMAIL _____

MANAGER'S NAME _____

MANAGER'S PH: (_____) _____ MANAGER'S EMAIL _____

*MANAGER'S SIGNATURE _____ DATE _____

IS YOUR EMPLOYER AN FTA GRANT RECIPIENT OR SUB-RECIPIENT?

YES

NO

***THIS REGISTRATION WILL BE ACCEPTED VIA FAX (813) 974-5168 WITH MANAGER'S SIGNATURE, OR THE FORM MAY BE ELECTRONICALLY SUBMITTED (SCANNED) AND EMAILED DIRECTLY FROM THE REGISTRANT'S MANAGER.**

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