

Trainer Responsibilities

The job of the Trainer is to make sure that the Trainee is receiving the proper training to achieve full journeyworker status. There are some responsibilities that the Trainer has to be able to help the Trainee. The following are a few things that the Trainer can do:

As their Mentor:

- Let them know they can trust you.
- Don't expect them to be great at the beginning. Not everyone will have the experience you have had.

As their Supervisor:

- Encourage them to continue exceeding at work. Nothing is better than knowing you are exceeding at a new task.
- Instead of yelling at them for everything they do wrong, tell them what the problem is and show them how to fix it.

As their Supporter:

- Show them that they can go to you with anything. They need to know that they have someone that will take care of situations out of their control.
- Praise them! Again, telling someone how good they are doing makes them want to continue to do a great job.
- Encourage them to do their best every day.

As their Trainer:

- Encourage them to try new equipment. This could help the project and allow them to get more experience.
- Be their Trainer! They need someone there who can show them "the ropes" during the first few days. Every job is different so don't expect them to know how you want it done.
- Make sure they get the proper training. As long as they are on the job you should be training them and they should be learning from you. Don't just think they will be fine after a few days and leave them to figure it out on their own. They need someone they can ask questions

Please print a copy and give to your Trainers. This will help them with what should be expected of them.