

Tools of the Trade

Giving Kids a Lifetime Guarantee



4-H Afterschool Training Guide

Tools of the Trade is a staff development module that uses a "train-the-trainer" approach to deliver a comprehensive 15 hour training for afterschool program front-line staff and youth workers. Using a hands-on, interactive skill-building approach, it provides the latest tools to help afterschool staff enhance communication, management, and educational delivery of afterschool programs.

Each session outline provides the trainer with complete instructions, readily available supplies, and session evaluations.

Session 1:	The Power of Youth Workers
Session 2:	Brushing Up on Yourself: What Does Your Personality Offer Afterschool Programs?
Session 3:	Blueprints for Positive Youth Development
Session 4:	Bits and Bolts of Afterschool Program Management
Session 5:	Nailing It! Age Appropriate Practices
Session 6:	On the Level...Positive Guidance and Discipline
Session 7:	Constructing Strong Relationships...Parents as Partners
Session 8:	Building Leadership and Life Skills...Teens as Teachers
Session 9:	A Finished Product...It's Just the Beginning!



**CD available for \$15
plus \$5 for
shipping and handling**
*Purchase Orders or Checks
ONLY*

Name _____

Organization _____

Mailing Address _____

Phone _____ Email _____

_____ Quantity @ \$15 each \$ _____ Amount

Shipping and handling \$5 each \$ _____ Amount

TOTAL ENCLOSED \$ _____

Check made payable
to:

Board of Regents

SEND ORDER TO:

University of Nevada
Cooperative Extension
Attn: Cindy Vargas
5305 Mill St.
Reno, NV 89502
Phone: 775-784-4848
Fax: 775-784-4881

Email:

vargasc@unce.unr.edu

