



For the health of correctional agencies, staff and families

TRAINING COURSE CURRICULUM – INSTRUCTOR TRAINING

A. COURSE TITLE: “Towards Corrections Fulfillment: for New Staff™” (TCF)

B. TRAINING GOALS & OBJECTIVES

1. Instructor Training Goals

“Towards Corrections Fulfillment: For New Staff™” (TCF) Instructor Training is a four-day instructor training course with certification, authored by Caterina Spinaris, Ph.D., LPC, for the 4-hour course of the same title. It is designed to prepare and certify classroom instructors in the proprietary and copyrighted course entitled “Towards Corrections Fulfillment™,” so that they may facilitate safe, research-based, and supportive instruction with their agency staff.

This course is a prequel training program to the internationally recognized and award-winning course *“From Corrections Fatigue to Fulfillment™” (CF2F)*, also developed by Caterina Spinaris, PhD, and offered by Desert Waters Correctional Outreach (DWCO). While CF2F offers the veteran corrections professional valuable insights and coping tools in depth, TCF gives new staff an overview to address the realities of *Corrections Fatigue* through evidence-informed prevention techniques and healthy, career-long coping skills.

This 3-phase Instructor Training includes:

Phase 1 Instructors participate in the half-day “Towards Corrections Fulfillment™” course in real time. Seeing the program from the learner’s perspective helps the instructor experience the flow of the material and the learning activities. Class participation also prepares the instructor for timeframe and classroom management.

Phase 2 Instructors are trained on delivery of the material and management of small group activities, classroom input, and discussion. This is an in-depth, step-by-step look at the program content, theories and practical application of fatigue prevention and reducing techniques. Classroom activities are explained and practiced in detail. The learner is now becoming the instructor.



Phase 3 Instructors make and review multiple presentations to demonstrate skill and proficiency with the course content. Presentations are made in a variety of report-outs and teach-backs.

Overall Instructor candidates are sequentially challenged with the following models: daily check-in, small group review and reporting, informal small group presentations, informal large group presentations, and formal large group presentations with feedback from Master Instructor. It is crucial that instructor candidates be able to explain material accurately, but it is also equally crucial for the instructor candidates to be emotionally comfortable with the explicit public discussion of the material.

2. Instructor Training Objectives:

- a. Instructors will understand and be able to define the nature and causes of the accumulating effects of correctional occupational stressors – Corrections Fatigue.
- b. Instructors will be able to explain and discuss strategies to manage stress associated with corrections work, and strategies to function in ways that can promote wellness.
- c. Instructors will be able to identify and share strategies to increase professional fulfillment as corrections professionals.
- d. Instructors will be skilled in the management of classroom scenario activities and follow-up discussions.
- e. Instructors will be prepared to assist learners in the design of their own personalized action plan for the next 12 months through the implementation of coping strategies presented in the TCF course.
- f. Instructors will be skilled presenters, able to manage classroom dynamics, open interactions and confrontational discussions.
- g. Instructors will utilize presentation skills to create a comfortable, psychologically safe environment; engage all learners; encourage participation; and value all input.
- h. Instructors will deliver this proprietary program as developed and designed by Caterina Spinaris, using the allotted time and while maintaining program fidelity.

C. TARGET AUDIENCE, FORMAT and CONTENT

1. Target Audience: Federal, state, county and city corrections training professionals

Instructor Training Participants will have:

- a. Already received certification to train the CF2F course, also developed and delivered by Desert Waters Correctional Outreach. (Recommended, but not required)
- b. At least 5 years of corrections or related law enforcement experiences.
(Preferred)

- c. At least 1 year of teaching or training experience, or at least 1 year of peer support experience.
- d. Ability to manage a classroom environment and moderate emotionally-laden discussions.
- e. A positive reputation and professional credibility within their agency.
- f. Agreement to participate in two 1-hour telephonic coaching sessions, on work time, following the "Towards Corrections Fulfillment™" Instructor Training (in order to review course material and delivery), PRIOR to delivering TCF to employees at their agency.

2. Program Format:

- a. Method: PowerPoint lecture, individual worksheets, small group discussion, large group discussion, small group presentation, large group presentation.
- b. Maximum Number of Attendees: Up to 14 (one Master Instructor conducting the training); 15-30 (two Master Instructors)
- c. Length of Course: 4 days / 32 hours
- d. Time of Day: 8:00 am to 5:00 pm

3. Required classroom equipment:

- a. Laptop with Power Point capability
- b. TV or Projector, Screen, Remote
- c. Chart Paper or White Boards
- d. Ample activity / breakout space
- e. Access to copier where possible

4. 4-Day Instructor Training - Daily Content:

Day One – Toward Corrections Fulfillment™ (TCF)

- 8:00 am Course and Instructor Introduction, TCF Expectations, Housekeeping
- 8:30 am TCF– Instructor Candidates participate in 4-hour TCF class as learners – without using the Instructor Guide
- 12:30 pm LUNCH
- 2:00 pm Final remarks for TCF class and Instructor Candidate feedback
- 3:00 pm Overview of the remaining 3-day Instructor Training, Instructor expectations and requirements, review of Instructor materials
- 5:00 pm Closing remarks for Day One

Day Two – Instructor Training Part One

- 8:00 am Slides 1-16 Objectives, Purpose, Corrections Work Challenges, (Scenario 1)
- 9:00 am 10-minute BREAK
- 9:10 am Slides 17-26 Corrections Fatigue Definition, Stressors, Process Model, Characteristics (Scenario 2)
- 10:30 am 10-minute BREAK
- 10:40 am Slides 27-31 Correctional Fatigue Consequences, Phases of Change (Scenario 3)
- 11:50 am LUNCH
- 1:00 pm Slides 32-47 Personality Changes, Creating Healthy Identity (Scenario 4)
- 2:00 pm 10-minute BREAK
- 2:10 pm Slides 48-60 Workforce Culture, Big 7, (Scenario 5)
- 3:30 pm 10-minute BREAK
- 3:40 pm Slide 61-65 Corrections Fulfillment, Nuts and Bolts of Self-Care
- 5:00 pm Closing Remarks for Day Two

Day Three – Instructor Training Part Two and Partner Teach Back

- 8:00 am Slides 66-75 ABCs, (Scenario 6)
- 9:00 am 10-minute BREAK
- 9:10 am Slides 76-81 (Scenario 7, Reflections Activity)
- 10:30 am 10-minute BREAK
- 10:40 am Feedback, Q&A
- 11:00 am Assignments for afternoon partner teach back.

- 11:15 am LUNCH and Partner Teach Back Preparation
- 1:30 pm Partner Teach Back (assigned slides)
- 3:30 pm Assignments for Day Four Individual Teach Back - Closing Remarks
- 3:30 pm Preparation Time for Teach Back
- 5:00pm Closing remarks for Day Three

Day Four – Instructor Testing, Individual Teach Back and Evaluations

- 8:00 am Written Test
- 9:30 am Individual Teach Back (assigned slides)
- 11:30 am LUNCH
- 1:00 pm Individual Teach Back
- 4:00 pm Course Evaluations and Closing Remarks for Instructor Training

D. POST-TRAINING COACHING

Following the classroom session, each Instructor Candidate, shall also participate in two (2), one (1) hour, on-the-job telephonic coaching sessions. In these sessions the new Instructor Candidate will present the TCF material to their DWCO coach (a certified Master Instructor), answer questions, and discuss delivery issues, for the purposes of practice, review and refinement of classroom delivery.

These sessions will need to take place during work time at the Instructor Candidate's home agency. The Instructor Candidates will need supervisor approval for the activity as well as a private location to deliver the simulated presentations.

Coaching sessions are required to start within 30 days and end within 90 days of the completed Instructor Training classroom training.

E. INSTRUCTOR CERTIFICATION

Instructor Candidates who successfully complete the 4-day training and phone coaching will be certified as Instructors or as Co-instructors to offer the “Toward Corrections Fulfillment” course exclusively to staff at their agency for a period of 3 years.

Even though team-teaching is strongly recommended, Instructors are certified to offer the course by themselves, if necessary. Those certified as Co-instructors must deliver the course with an Instructor.

Certified instructors are not certified to train other instructors to deliver this course, and they are not certified to train personnel of other agencies.

After 3 years, certified Instructors and Co-instructors are required to be re-certified for an additional 3-year period. Recertification requires passing an online examination.

For additional information, please contact us at admin@desertwaters.com or call us at 719-784-4727.

Version: 2021.Aug.06

DWCO Mission

Advancing the well-being of correctional staff and their families,
and the health of correctional agencies, through data-driven, skill-based training