



**FinnWayLearning** is a collaboration between the City of Turku and several regional education establishments. The FinnWayLearning consortium offers services covering three areas:

**Learning and pedagogy solutions.**  
New methodology and content for schools and teachers.

**Linking education with working life.**  
Planning education according to the specific demands of working life, while simultaneously promoting business innovation in universities.

**Chains of education.**  
Creating and maintaining effective, business branch specific value chains that encompass all levels of education.

## ✓ Expertise for vocational learning on-the-job WORKPLACE INSTRUCTOR TRAINING

### What is a workplace instructor?

**Trainee guidance.** A workplace instructor is an employee of a company or organisation who is responsible for guiding on-the-job learners.

**Qualified expert.** In our training, workplace instructors gain expertise in trainee orientation, guidance and learning evaluation. They know the different roles an instructor can take on, guidance methods and ways to give instructive feedback.

### Why are they important?

**Learning method of the future.**  
In addition to school, future professionals learn their skills at the workplace. Employers have an increasingly important role in the vocational growth of young people.

**Necessary expertise.**  
Every company and organisation that receives trainees for on-the-job education needs a skilled person to facilitate the learning process and to act as a contact between the workplace and educational institute.

### Objective evaluation.

Workplace instructor training enables the employer to evaluate trainees in a fair and objective manner, providing valuable feedback.

### Workplace readiness.

By working with a skilled instructor, a trainee gains optimal benefits in terms of readiness for working life.

### Company image.

A good workplace instructor helps in creating a positive image of the employer, ensuring future workforce availability.

### How do you become one?

#### A three-day educational package.

#### 1<sup>ST</sup> TRAINING DAY:

- vocational training
- apprenticeship
- general principles, goals and practices for workplace learning

### Contact details

For additional information about workplace instructor training, please contact:



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## 2<sup>ND</sup> TRAINING DAY:

- role of the workplace instructor
- learning, orientation, occupational safety
- giving guidance and feedback to the workplace learner

## 3<sup>RD</sup> TRAINING DAY:

- workplace learner evaluation
- evaluation subjects and criteria
- evaluation practices
- qualification events

## What do we offer?

**Years of experience and an excellent track record.** During the last ten years we have trained over 8,000 workplace instructors in 1,500 enterprises in Southwest Finland.

**Consulting in** planning and implementing workplace instructor training in your own region.

**Training** for trainers.

**Technical visits** to Finland with tailored programmes for management, teachers, guidance personnel and education planners.