

# MTCP~ToT

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## TRAINING OF TRAINERS FOR ELT PROFESSIONALS



### The Institution

The English Language Teaching Centre, Malaysia (ELTC) was established on 1st June 2002 to undertake the specialist function of enhancing the teaching competencies of English language teachers. The institution functions as a centre for innovation and research and development (R & D) in the teaching and learning of English. The institution is also tasked with the responsibility of setting standards and providing certification for English Language Teaching (ELT) professionals, in addition to developing expertise especially in the field of e-learning for ELT teacher education.

### The Course

The role and importance of workplace learning in the continuing professional development of teachers is being increasingly recognized by educators and education agencies alike. Continuing professional development is essential for updating, up-skilling and upgrading English language teachers with the knowledge, skills and attitudes that will enable them to cope with the challenges of teaching English to students who need to use it in a globalised, knowledge-driven world.

This has sparked a demand for skilled and qualified trainers who can deliver professional development training to their peers. The Training of Trainers for ELT Professionals course is designed to equip participants with the theoretical knowledge and practical skills that will enable them to design and deliver effective, content-relevant, professional development training.

### The Content

Topics covered include:

- Beliefs and Change
- Creative Pedagogy
- Facilitation Skills, Strategies & Techniques
- Managing & Motivating The Client
- Trends & Issues in ELT Professional Development
- Reflective Practice
- Personal Professional Development
- Adult Learning Principles
- Managing Feedback

### Mode of Delivery

The training methodology is based on the concept of the loop input and the 'learning by doing' approach. Workshops, modelling and demonstrations, group discussions, readings, structured exercises, presentations, role-play and reflective diaries are some of the strategies and techniques used in the delivery of the course.

### Duration

8 - 19 October 2012 (2 weeks)

## The Application

All applications must be made using the standard application forms obtainable from the official representatives (Embassies, High Commissions etc) of the Government of Malaysia in the applicants' respective countries. The completed application must be submitted through the applicant's government (endorsed at the Ministry level) to the official representative of the Malaysian Government and must reach the address stated below by 31st May 2012. The application forms must be accompanied by the applicant's medical report.

### **Director**

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Ministry of Education  
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Fax : +603-2282 2666  
Email : [mtcp@eltc.edu.my](mailto:mtcp@eltc.edu.my)

### **Further enquiries**

For further enquiries regarding the course, applicants can contact the official Malaysian representative in their respective countries, write to the above address, email us or visit our website at <http://www.eltdm.org/eltc/index.asp>

### **Notification of successful application**

Successful applicants will be informed six (6) weeks before the commencement of the course.

## The Participant

This course is designed for ELT Professionals working at all levels (primary, secondary and tertiary) who are required to conduct Professional Development training.

## The Scholarship

The terms and conditions of scholarship/fellowship awards under the MTCP at ELTC include:

### **Board and Lodging**

Lodging will be provided for the duration of the course. In addition, participants will receive a daily allowance.

### **Fares**

An economy class return air ticket from the capital city of the participant's country to Kuala Lumpur, the capital city of Malaysia, will be provided by ELTC. Other expenses such as visa fees and departure tax from the capital city of the participant's country will be borne by the participant. However, the departure tax from Kuala Lumpur will be borne by ELTC.

### **Tuition Fees**

Tuition fees will be borne by the Government of Malaysia

### **Medical and Dental Treatment**

Participants should be certified medically fit in order to participate in this programme. Any medical and dental expenses incurred in a government hospital/clinic while in Malaysia will be borne by the Malaysian Government. Dental treatment is restricted to extraction and filling only.