

# Trafficking in Persons

## Faculty Development II

National Judicial Academy - CEELI Institute - Federal Judicial Center

NATIONAL JUDICIAL ACADEMY  
BHOPAL, INDIA

**FEBRUARY 18-19, 2023**

During this program, we will continue working on the curriculum for the Working Group's two-day workshop and focus on teaching skills. Each participant will accomplish the following:

- *Share an overview of their session outline with the team and receive individualized feedback to consider*
- *Finalize their session outline, including title and agenda description*
- *Observe a mock workshop session and evaluate*
- *Discuss and identify effective approaches and tools in facilitating*
- *Have an opportunity to practice facilitating a group discussion*
- *Apply visual best practices in support of a workshop session*
- *Working collaboratively, prepare and deliver a short, interactive workshop session*
- *Practice effective instructional and presentation techniques*
- *Lead a learning activity*
- *Revise session plan based on learnings*

Please note, the next (final) faculty development workshop will be held the week of **May 28- June 2, 2023**.

### **Saturday, February 18, 2023**

**9:30 a.m.**

#### **Opening Remarks**

*Hon. A.P. Sahi, Director, National Judicial Academy of India*  
*Cristobal Diaz, Director of Outreach and Development, CEELI Institute*

**9:45 a.m.**

#### **(re)Introductions Activity, Learning Check-in, Big Picture, and Program Overview**

*Stephanie Hemmert, Senior Judicial Education Attorney, Federal Judicial Center*

**10:15 a.m.**

**Activity: Curriculum Design – Proposed Program Sessions Part I**

Each participant will have five minutes to present their opening statement and an overview of their session, explaining their decisions regarding learning objectives, content, learning activities and sequencing. There will be a nine-minute group discussion to offer feedback to each participant.

*Hon. Timothy Burgess, District Judge, U.S. District Court for the District of Alaska*  
*Stephanie Hemmert*

**11:30 a.m.**

**Break**

**11:45 a.m.**

**Activity: Curriculum Design – Proposed Program Sessions Part II**

(Continued from 10:15 a.m.) Each participant will have five minutes to present their opening statement and an overview of their session, explaining their decisions regarding learning objectives, content, learning activities and sequencing. There will be a nine-minute group discussion to offer feedback to each participant.

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**12:30 p.m.**

**Presentation Skills: Demonstration and Discussion**

During this session, participants will have the opportunity to experience and participate in a shortened workshop session and then provide feedback on the instructional design and delivery elements.

*Stephanie Hemmert*

**1:15 p.m.**

**Lunch**

**2:15 p.m.**

**Facilitating Group Discussions**

Classroom discussion is an important tool for engaging learners and reinforcing content. Facilitating discussion can be challenging. The facilitator provides structure to the discussion, helps foster an environment of psychological safety, respectfully encourages participation by all in a variety of ways, keeps the session on topic without dominating the discussion, challenges participants to think critically, models listening skills and respect, and manages challenging exchanges. Tools used by facilitators include open-ended questions, follow-up questions, diffusing disruptive comments, and re-directing comments.

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**2:30 p.m.**

**Activity: Practice with Facilitation Skills I**

At least four participant volunteers will have an opportunity to facilitate short group discussions.

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**3:30 p.m.**

**Break**

**3:45 p.m.**

**Presentation Skills I: Elements of an Effective Presentation**

In this session, we will discuss how to use learning objectives to guide a presentation, how to “chunk” information, strategies for engaging participants, and best practices for using demonstrative aides.

*Stephanie Hemmert*

**4:15 p.m.**

**Presentation Skills II: How to Approach a Slide Deck (remote presentation)**

PowerPoint presentations help instructors attract and maintain participant engagement through brevity, media, and aesthetics. Effective demonstrative aides, such as visuals (e.g., graphics, images, and video) and interactive elements (e.g., quizzes) should be incorporated strategically into a slide deck for a successful presentation. This session will provide a basic introduction to the logic behind PowerPoint construction and offer participants an opportunity to draft a basic slide master and (at least) two slides.

*Celine Calpo, Program Specialist, Federal Judicial Center*

**4:45 p.m.**

**Presentations Skills III: Preparation for Team-Teaching**

Working in pairs, each team will collaborate and prepare an eight-minute presentation of any segment of one of the workshop topics. Each team should develop an outline guided by a learning objective, prepare two or three PowerPoint slides or use another type of visual aide (e.g. Prezi, flip chart), and incorporate a strategy for engaging students. Each team will deliver its presentation to the full group tomorrow morning and describe their experience working as a team.

*Stephanie Hemmert*

**5:15 p.m.**

**Day Concludes**

**Sunday, February 19, 2023**

**9:30 a.m.**

**Activity: Practice with Presentation Skills and Team-Teaching**

Each group will deliver its eight-minute session. At the conclusion of the session, fellow participants will discuss and provide feedback on organization, clarity, time allocation, and demeanor.

- Was the learning objective “SMART”?
  - Specific
  - Measurable
  - Attainable
  - Relevant
  - Timed
- Was the learning objective achieved?
- How did the presenters engage participants?
- What worked well with the visuals?
- Was the presentation collaborative?
- What other observations?

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**10:30 a.m.**

**Learning Activities**

We will review the components of learning activities and discuss:

- Selecting the ‘right’ activity
- Drafting a hypothetical scenario
- Allocating time
- Writing clear instructions
- Providing feedback
- Integrating “quick” learning activities such as a poll or quiz

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**11:00 a.m.**

**Practice with Learning Activities – Brief Preparation for Individual Teaching**

Each participant will prepare to present and facilitate a learning activity included in their Session Planning Outline.

**11:15 a.m.**

**Break**

**11:30 a.m.**

**Activity: Practice with Learning Activities – Individual Teaching Part I**

Each participant will have 10 minutes to present and facilitate the learning activity they included in their Session Planning Outline. After each presentation, we will discuss strategies: what worked well, what might be improved, and suggestions for possible changes.

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**1:00 p.m.**

**Lunch**

**2:00 p.m.**

**Activity: Practice with Learning Activities – Individual Teaching Part II**

(Continued from 11:30 a.m.) Each participant will have 10 minutes to present and facilitate the learning activity they included in their Session Planning Outline. After each presentation, we will discuss strategies: what worked well, what might be improved, and suggestions for possible changes.

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**2:45 p.m.**

**Time Management – Finalizing the Session Plan**

Planning a workshop session requires making difficult choices about how to allocate time and select material. There is never enough time to cover everything, and an overabundance of substantive information will overload workshop participants.

Using learning objectives as a guide, the instructor must identify what substance is most critical, how to best convey the content, what may be pulled out for prior readings, what supplemental content may be best as optional resources for participants, what learning activities to use, and what content could be introduced if there is additional time.

*Stephanie Hemmert*

**3:00 p.m.**

**Session Plan Modifications**

Working individually and using the provided template, each participant will have time to further refine their session plan based on feedback, teaching methods, and learning activities modeled throughout this workshop.

*Hon. Timothy Burgess*  
*Stephanie Hemmert*

**3:30 p.m.**

**Break**

**3:45 p.m.**

**Session Plan Feedback**

The participants will convene and as a group share the changes each made to their session plans.

*Hon. Timothy Burgess*  
*Stephanie Hemmert*



**4:30 p.m. Program Completion Circle**

*Stephanie Hemmert*

**4:45 p.m. Closing Remarks**

*Hon. A.P. Sahi  
Hon. Timothy Burgess  
Cristobal Diaz  
Stephanie Hemmert*

**5:00 p.m. Adjourn**