



Florida's Rural Transit Assistance Program

INSTRUCTOR'S COURSE IN PARATRANSIT OPERATOR TRAINING (FT00530)

March 31–April 3, 2008

Tallahassee, Florida

COURSE OVERVIEW

This instructor-led course provides a standardized training program that can be used by any paratransit service provider to train qualified, professional paratransit bus operators. Instructors are trained in presentation and creative learning techniques, facilitation methods, and adult learning principles for teaching operators skills in vehicle operation, emergency management, and customer relations.

Upon completion of this course, instructors are qualified to train paratransit bus operators by the US Department of Transportation. All paratransit bus operators trained by these instructors will receive US Department of Transportation certificates from the FTA Office of Safety and Security Transportation Safety Institute upon receipt of a written request from the instructor and submission of the course evaluations and roster. Instructors will receive TSI course materials for vehicle operations, emergency management, and customer relations, plus road training guidelines. Included on the CD-ROM are all manuals, electronic slide set, quizzes, course evaluation form, and certificate request form, authorized by the Federal Transit Administration. Technical support is also available on request.

COURSE ELEMENTS

- ◆ Teaching in various training environments, the trainer's role
- ◆ Adult learning principles
- ◆ Delivery styles and methods, training aids, using multimedia equipment
- ◆ Facilitation skills, the art of questioning, managing class participation
- ◆ Team teaching
- ◆ Training strategies, the environment, class configuration
- ◆ Role-playing exercises and training presentations, self-evaluation
- ◆ Pre-test, final exam

WHO SHOULD ATTEND

Individuals responsible for training paratransit bus operators. Safety managers and supervisors, training managers, and driver trainers; only two representatives from each property please. **NOTE: Individuals who successfully complete this course may register for the 1-Day certification training to receive course materials for the Bus Operator Training Program (FT00429) and not attend the entire 4-day course.**

REGISTRATION INFORMATION

The \$200 registration fee for this 4-day course will be paid by the FDOT Rural Transit Assistance Program. Space is limited, so please register early to avoid disappointment. A confirmation letter will be forward to each registrant with schedule and hotel information. Cancellations must be made 15 business days before class. *The deadline for registration is Friday, February 8, 2008.*

If you would like to attend this session, fill out the form below, and fax to:

Center for Urban Transportation Research

Attn: Molly Buffington

University of South Florida

4202 E. Fowler Ave-CUT100

Tampa, FL 33620

(813) 974-3120

(813) 974-5168 fax

buffington@cutr.usf.edu



**REGISTRATION FORM TO ATTEND
INSTRUCTOR'S COURSE IN PARATRANSIT OPERATOR TRAINING (FTO0530)
MARCH 31- APRIL 3, 2008
TALLAHASSEE, FLORIDA**

REGISTRANT'S NAME _____

JOB TITLE _____

MAJOR DUTIES & RESPONSIBILITIES _____

SUPERVISORS NAME _____

EMPLOYER _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____

FAX _____

EMAIL _____

COURSE TITLE/CLASS NUMBER _____

IS YOUR EMPLOYER AN FTA GRANT RECIPIENT OR SUB-RECIPIENT?

YES

NO

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