**FACILITATOR**

Dr. Celina Peerman is a trainer and instructional designer specializing in organizational behavior and human resource management-related topics. Her experience includes senior leadership roles in profit and non-profit organizations. Her work in Southeast Asia and Canada further developed her strong international interests. For 20 years, Celina has facilitated discussions on workplace behavior for local, state and national audiences. Celina’s passion is for how people behave at work; the good, the bad and the worst. Her style has been described as dynamic, noting the ability to draw in even the most resistant attendees through real life examples and humor.

**EXPERTS**

**Drew Knudsen** is distinctively qualified as an occupational safety and health trainer with many years of varied experience. He has over 20 years of agricultural experience and more than 15 years of manufacturing experience that includes experience in the medical field, industrial and chemical manufacturing, the ethanol industry and candle manufacturing. Drew also has a bachelor’s degree in Occupational Safety & Health and is OSHA 501 authorized. Drew has an extensive compliance and training background in categories such as fall protection, emergency response, confined space rescue, machinery lockout, NFPA 70E, fire safety, machine guarding and powered industrial vehicle safety.

**Tom Kammer** has over 25 years of experience in manufacturing and management in private industry. He specializes in Lean for Manufacturing and Administrative processes along with other production and quality programs including Six Sigma, Theory of Constraints, ISO, QS, TS 16949, Statistical Process Control, GD&T, Process Capability, and OSHA Standards. Tom is a Certified NIST/MEP trainer for Lean Manufacturing, Master Trainer for Workplace Lean® training program, Certified SME Green Manufacturing Specialist, and has Lean facilitation experience with over 100 organizations including Deere, ACT, Caterpillar, and Whirlpool.

**Aaron-Marie Thoms**, M.S., A.S.P., has a Master's Degree in Adult Education from Texas A&M University and has been a trainer for over 20 years for a variety of education and employment groups. She currently serves as the Director of Risk Improvement at Millhiser Smith Agency, Inc. in Cedar Rapids, one of the largest independent insurance agencies in Iowa, and serves their clients with safety training and education.

**Kathie M. Rotz** is the director of learning at HK Payroll Services, Inc. (HKP), which is affiliated with Honkamp Krueger & Co., P.C., a Top 100 CPA and business consulting firm. Kathie has over 18 years of corporate training experience with specific expertise as a software trainer including custom applications and Microsoft® tools. She also has a wide range of experience in training on the following topics: leadership skills, product knowledge, e-learning, presentation skills, customer service, and interpersonal skills. Kathie earned her B.A in accounting from the University of Dubuque.

Creating and implementing effective safety programs within an organization is difficult work that requires a delicate balance of resources. The Safety Partners Training Consortium will provide you with training and additional support necessary to take your safety program to the next level. Each individual training session features a recognized expert ready to give you the tools to implement best practices in your business.

To help you accomplish results and implement effective change, Kirkwood Training & Outreach Services (KTOS) has partnered with Dr. Celina Peerman, an industrial-organizational psychologist who specializes in employee performance as part of long-term culture change. Her experience working within quality systems in a wide range of industries will support your efforts to make a long-term impact. Part of each session will be dedicated to practical ways to use the information and form a plan before you go back to the job.

How do you become a partner?
To join the consortium, you simply invest in a “season pass” for the 2015 training sessions. All sessions interrelate. It is highly recommended that you attend all four sessions. Individual course enrollment will be allowed for a separate fee.

Training sessions begin February 2015 at the following location:
Kirkwood Continuing Education Training Center
101 50th Ave. SW, Cedar Rapids, IA

Members of the Safety Partners Training Consortium also receive exclusive invites to upcoming Kirkwood Training & Outreach Services events.

For additional information or to register, please contact a KTOS program director at 319-398-5623 or visit www.kirkwood.edu/ktos.

TRAINING SCHEDULE

BEST PRACTICES FOR BUILDING A CULTURE OF SAFETY
Reinforce your hard work every day with new techniques and insight into building a lasting safety culture.

At the conclusion of this session, participants should be able to:
• Understand the critical steps of repairing and rebuilding trust at all levels of leadership.
• Examine the importance of safe and unsafe behavior and ABC analysis.
• Identify next steps to changing attitudes about safety through effective communication and modeling.
• Evaluate possible safety goals for reaching new levels of success.

Tuesday, February 3, 2015, 8 am–12 pm
Expert: Drew Knudsen

BEST PRACTICES FOR INCIDENT/ACCIDENT INVESTIGATION
Your response to a near-miss or workplace accident is critical to employee safety, business recovery and long-term success.

At the conclusion of this session, participants should be able to:
• Practice and teach others to apply a step-by-step problem solving process, including a root-cause analysis, diagramming and questions techniques.
• Help others understand the financial impact of an injury.
• Improve accountability conversations in building a workplace safety culture for all employees with a special emphasis on foreman/ supervisor responsibilities.

Wednesday, May 13, 2015, 8 am–12 pm
Expert: Tom Kammer

BEST PRACTICES FOR STAFFING (TEMPS, NEW HIRES AND CONTRACTORS)
Safety and quality performance starts with the very first interview. Increase the impact of your hiring process by strategically choosing your hiring plan, and setting the expectations for safety early on.

At the conclusion of this session, participants should be able to:
• Evaluate criteria to know when it is best to hire, contract, or outsource.
• Apply best practices to hiring to ensure the best hire for your workplace culture.
• Review the employee performance techniques for temps, new hires and contractors.

Wednesday, August 5, 2015, 8 am–12 pm
Expert: Aaron-Marie Thoms

BEST PRACTICES FOR ORIENTATION AND TRAINING
Increase the impact of your onboarding process, knowing you need top quality from employees on day one.

At the conclusion of this session, participants should be able to:
• Assess your employee audience to determine the best mix of orientation and training methods (CBT, face-to-face, group/individual), techniques (adult learning, story-telling, hands-on versus PPT), and more.
• Understand the unique issues with ESL, various education levels and other populations.
• Examine best practices for in-house versus contracted training.
• Identify the need and timing for safety certifications.
• Prepare a list of best practices to improve training and learning on the job.

Wednesday, October 7, 2015, 8 am–12 pm
Expert: Kathie Rotz