



## Florida's Rural Transit Assistance Program

# INSTRUCTOR'S ONE-DAY COURSE IN PARATRANSIT OPERATOR TRAINING (FT00542)

February 1, 2008

Orlando, Florida

### COURSE OVERVIEW

This instructor-led one day 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

**PREREQUISITE:** Individuals who have successfully completed the TSI Instructor's Course in Bus Operator Training (FT00429). The trainers who are responsible for training paratransit bus operators. Operations and Safety managers and supervisors, training managers, and driver trainers.

### 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, December 7, 2007.**

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](mailto:buffington@cutr.usf.edu)



**REGISTRATION FORM TO ATTEND  
 INSTRUCTOR'S ONE-DAY COURSE IN PARATRANSIT OPERATOR TRAINING  
 (FTOO542)  
 FEBRUARY 1, 2008  
 TAMPA, FLORIDA**

REGISTRANT'S NAME \_\_\_\_\_

JOB TITLE \_\_\_\_\_

MAJOR DUTIES & RESPONSIBILITIES \_\_\_\_\_  
 \_\_\_\_\_

SUPERVISORS NAME \_\_\_\_\_

EMPLOYER \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

I PREVIOUSLY ATTENDED THE TSI INSTRUCTOR'S COURSE IN BUS OPERATOR TRAINING (FT00429) ON

\_\_\_\_\_ AT \_\_\_\_\_

(DATE)

(CITY & STATE)

**\*\*PLEASE ATTACH A COPY OF YOUR FT00429 CERTIFICATE WITH YOUR REGISTRATION.**

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