

NYC Healthy Relationship Training Academy Staff Training Session Request Form

Today's Date: ___/___/___

Organization Name: _____

Type of Program: _____

Has your organization hosted a workshop or training in the past? Yes No Not sure

How did you hear about the Academy? _____

Your Name: _____ Title: _____

Mailing Address: _____

Telephone #: _____ - _____ - _____ Ext. _____ Fax #: _____ - _____ - _____

Email Address: _____

**Note that correspondence regarding scheduling trainings will be communicated primarily through email.*

Training location (Address and directions via public transportation): _____

TRAINING INFORMATION

Please indicate your preferred and alternate dates and the amount of time you would like to spend on the training. Note that the *minimum* length of time for a training session is 2 hours and the ideal length of time is 3 - 4 hours.

Preferred Date: ___/___/___ **Start time:** _____ **End time:** _____

2nd/Alternate Date: ___/___/___ **Start time:** _____ **End time:** _____

PARTICIPANT INFORMATION **Trainings are for 10 - 50 participants.*

of participants expected: _____ **Minimum of 10 participants.*

Professional roles: _____

About how old are the young people the staff work with? _____

SPACE & SUPPLIES

Please describe the space you have available for the training: _____

Can you provide the following supplies to be used during the training:

- Pens/pencils for all the participants
- Flipchart/dry-erase board/chalkboard
- Tape
- Copies of the training materials (will be sent via email)

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TRAINING OPTIONS

Staff training sessions are facilitated by senior staff and educators of the NYC Healthy Relationship Training Academy, and offer an overview of how teenagers experience dating violence and healthy relationships, as well as strategies for effectively working with teenagers on this topic. During the training facilitators will use interactive activities such as brainstorms, problem-solving, role-plays, discussion and small group activities. Please indicate which training option(s) you would like:

- Introduction to Dating Violence and Healthy Relationships among Teens:** Recommended for staff or professionals who have some or no knowledge of the basics of dating violence and healthy relationships among teenagers. This session would also be an important refresher for someone who has not recently learned about the topic, or has only learned about domestic violence among adults. The topics include:
 - Defining Family Domestic Violence, Teen Dating Violence, and Healthy Relationships
 - Understanding Power and Control
 - Promoting Healthy Relationships among Teens
 - 23 Warning Signs of an Abusive Person
 - Why Teens Stay in Abusive Relationships
 - Tips for Working with Teenage Victims

- Advanced Training on Dating Violence and Healthy Relationships among Teens:** Recommended for staff or professionals with a strong knowledge of dating violence and healthy relationships among teenagers, or who have already participated in the introductory training session. Trainers will assume the participants are already familiar with tactics of abuse, warning signs, and why people stay in abusive relationships, which are covered in the introductory session. The topics include:
 - Effective Communication with Teens
 - Responding to Disclosures
 - Working Effectively with Abusers
 - Safe Break-Ups and Safety Planning
 - Practical Application of Skills

- TechnoWHAT?! Understanding teens' 'techy' relationships:** This session is intended for parents or staff to learn about how technology can impact teens' relationships. Topics include basic information about popular technology platforms that teens use, key points on what teens need to know about technology and relationships, and tips on how to be a resource for teens.

TRAINING POLICIES

- ✓ Have *at least* 10 participants ready to begin at the start time. If you anticipate having fewer than 10 participants present, please contact the Project Director as soon as possible to discuss. Note: Participants arriving later than 15 minutes after the training has started will not be able to participate in the session.
- ✓ Have the following supplies available: flipchart, chalkboard, or dry-erase board and markers or chalk; pens/pencils for all participants to use during the training; and scotch or masking tape.
- ✓ Set up the chairs in a circle, if possible.
- ✓ If food will be provided to the participants, please serve either before or after the workshop, not during.
- ✓ Please inform the Project Director if cameras/videos will be used or if members of the press will be invited.
- ✓ Note that the training content is intentionally inclusive of young people who are pregnant/parenting, foreign-born, runaway homeless, exploited through prostitution, and/or lesbian/gay/bisexual/transgender/questioning.

Please sign here to agree to the above training policies: _____

PLEASE SUBMIT THIS FORM TO: *You will receive a confirmation email once we receive your form.*

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