

Community Disaster Response Teams (CDRT) Facilitator Refresher Training Concept Note

Location	Trinidad and Tobago
Training Host	Trinidad and Tobago Red Cross Society Headquarters
Training Period	24 – 28 November 2026

Purpose

The Community Disaster Response Teams (CDRT) Facilitator Refresher Training is a five-day learning, practice and assessment process designed for previously trained CDRT facilitators. It aims to refresh participants' knowledge of key CDRT concepts, strengthen their facilitation skills, and assess their readiness to support future CDRT training and community-level disaster preparedness and response activities.

The training will use a flipped classroom approach. Facilitators will guide the process and provide targeted support, while participants will take an active teaching role through group preparation, teach-back sessions, knowledge recap activities and an emergency response simulation.

Pre-Training Survey and Knowledge Review

Before the training, participants will complete a knowledge review survey to identify the CDRT topics that require reteaching or additional support. The survey will ask participants to rate their confidence in facilitating each CDRT module, identify topics they find difficult to explain, and share any challenges experienced when applying CDRT learning in their National Society or community context. The results will be used to finalise the priority refresher topics for Days 1 and 2 of the agenda.

Learning Objectives

- Refresh participants' understanding of priority CDRT concepts, tools and facilitation approaches based on the results of the pre-training survey.
- Strengthen participants' ability to communicate CDRT content clearly to community volunteers with different levels of experience, literacy and technical knowledge.
- Provide structured opportunities for participants to practice facilitation through teach-back sessions and peer learning.
- Assess participants' knowledge of CDRT modules, use of adult learning methods, communication skills, adaptability and ability to respond to questions.
- Test participants' ability to apply CDRT concepts through an emergency response simulation that reflects realistic community response conditions.

Learning Approach

The methodology combines targeted refresher teaching, participant-led teach-back sessions, knowledge checks, peer feedback and simulation-based learning. Days 1 and 2 will focus on priority refresher topics and teach-back preparation. Days 3 and 4 will focus on teach-back sessions and knowledge recap activities. Day 5 will focus on applying CDRT learning through a participant-led emergency response simulation.

Participants will work in groups to prepare and deliver assigned teach-back sessions. Each teach-back will be followed by feedback from facilitators and peers, using an agreed assessment rubric. The process will assess participants' technical accuracy, communication, facilitation style, use of participatory methods, ability to respond to questions and readiness to support future CDRT learning activities.

Simulation Activity

The final day of the training will include a participant-led emergency response simulation. The purpose of the simulation is to assess participants' ability to apply CDRT knowledge in a realistic community response scenario, while also demonstrating their capacity to plan, organise and facilitate a practical learning exercise.

As part of the flipped classroom methodology, participants will be responsible for preparing the simulation activity. This will include developing the scenario, identifying the key CDRT skills and behaviours to be assessed, assigning roles, preparing materials, setting up the simulation space and supporting the execution of the activity. Facilitators will provide guidance and technical oversight, but participants will be expected to take the lead in designing and managing the simulation.

The simulation will assess teamwork, communication, coordination, decision-making, safety awareness, community engagement, problem-solving and the appropriate use of CDRT response tools and procedures. The activity will end with a structured debrief to reflect on lessons learned, identify areas for improvement and agree on next steps for applying the training within National Societies and communities.

Training Structure

Day	Focus and Main Activities
1	Opening, expectations, review of survey results, facilitator skills and adult learning, and targeted refresher sessions on priority CDRT topics.
2	Continued priority refresher sessions, group knowledge check, assignment of teach-back topics and guided group preparation.
3	Group preparation followed by teach-back sessions, facilitator assessment and peer feedback.
4	Continuation of teach-back sessions, knowledge recap sessions led by participants, feedback, and preparation for the simulation activity.
5	Participant-led simulation activity, debrief, final reflection and next steps.

Note: As this refresher training is intended for participants who are already CDRT facilitators or have equivalent facilitation experience, applicants who meet most criteria but require stronger grounding in specific CDRT content may be asked to complete selected online learning sessions before attending the in-person training. This will help ensure all participants arrive with a common baseline and are ready to engage fully in the practice-based facilitation, teach-back and simulation components.

Assessment Tools

- Pre-training knowledge review survey to identify learning gaps and confirm priority refresher topics.
- Daily knowledge checks and group exercises during the refresher teaching days.
- Teach-back assessment rubric focused on technical accuracy, communication, facilitation skills, participant engagement and use of participatory methods.
- Facilitator and peer feedback to support reflection and improvement.
- Simulation assessment to observe teamwork, communication, decision-making and practical application of CDRT learning.

Participant Selection Criteria

- The training is intended for National Society staff and volunteers who are directly involved in delivering or supporting community-based disaster preparedness, response and CDRT activities. It is not intended for senior leadership positions such as Presidents, Director Generals or Board Members.
- Must have previously completed the CDRT facilitator training or have equivalent experience facilitating CDRT or community-based disaster preparedness and response training.
- Should be actively involved in disaster management, preparedness, response, community engagement, training or volunteer management activities.
- Should demonstrate strong communication, teamwork, adaptability, active listening and problem-solving skills, with the ability to engage community volunteers in a respectful and participatory way.
- Must be willing to take an active role in the flipped classroom methodology, including preparing and delivering teach-back sessions.
- Should be able to participate fully in all five days of the training, including the emergency response simulation.

Participant Expectations

Participants are expected to complete the pre-training knowledge review survey, review assigned CDRT materials before arrival, participate actively in all refresher sessions, contribute to group knowledge checks, prepare and deliver teach-back sessions, provide constructive peer feedback and participate fully in the final simulation activity.

Costs

The IFRC cover all expenses for this training inclusive of air travel, ground transportation to and from the hotel, travel insurance, hotel accommodation and per diem.

Commitment

Each participant must have the endorsement of their National Society or organisation and be available to support community-based disaster management, preparedness and response work for at least 24 months following the training.

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