



# National ROMA Peer-to-Peer Training Program Requirements

## Four Phases of Training and Certification

**There are four phases to the certification process:**

### **Phase One: ROMA E-Course**

During Phase One, Candidates will complete the eight modules of the on-line E-Course to **demonstrate understanding of the basic content** of the *Introduction to ROMA* training curriculum. The 8 modules of the E-Course **must be completed prior to the Classroom Session**.

### **Phase Two: Three Day Train-the-Trainer Classroom Session**

During Phase Two, Candidates will participate in a group Classroom Session to examine the issues and concerns that trainers must face as they prepare to deliver the *Introduction to ROMA* training curriculum. Candidates will **demonstrate their ability to deliver two modules** (which will be videotaped). Preparation for these presentations must occur prior to the Classroom Session, which includes download of Trainer and Participant Manuals from the web site.

### **Phase Three: ROMA Practice Session(s)**

After the Classroom Session, each Candidate will practice delivering the Introduction to ROMA training curriculum. These Practice Sessions are designed to help Candidates increase understanding of the ROMA content as well as demonstrate their ability to present the Curriculum and work with an adult audience. For the Practice Sessions, Candidates will co-train “in the field,” possibly with a Mentor or another Candidate. At least one Practice Session is to be completed within 90 days after the Classroom Session. Candidates report that they have practiced delivery of all of the module segments prior to proceeding to the final phase.

### **Phase Four: ROMA Field Evaluation (Internship)**

Upon successful completion of the first three phases, Candidates will be invited to participate in a final field evaluation. The ROMA Internship is an opportunity for the Candidate to offer the *Introduction to ROMA* training curriculum in the Community Action Network with other candidates as co-trainers. A Master Trainer will observe and score Candidates’ performances. Completion of a successful ROMA Internship will result in Certification as a National ROMA Trainer. Internships are to be completed within 6 months after the Classroom Session.

### **This translates into a commitment of a minimum of 12 days prior to Certification:**

- 8 to 16 hours for the on-line E-Course (which is done individually at times suitable to the Candidate, **prior to the Classroom Session** – *a proposed schedule will be provided*)
- 5 days for the Classroom Session (*include preparation, attendance and travel*),
- 3 days minimum for two Practice Session(s), *including preparation and travel*
- 3 days for the Field Evaluation, *including preparation and travel*

*Please note that there are expectations for travel for all phases except the first phase. Take into consideration the time and cost associated with this travel.*