

Instructor Certification

SCHOOL BULLYING, SEXUAL HARASSMENT, ABUSE & DISCRIMINATION ANALYZE COMPLAINTS, INTERVIEW WITNESSES AND INVESTIGATE

Be trained to investigate complaints of bullying, sexual harassment, abuse and discrimination and to deliver the 2-day McGrath Intake and Investigation Course within your organization and beyond. Course designer, Mary Jo McGrath, will instruct and certify candidates as Local Instructors who will use comprehensive scripts to train school personnel and identified educators.

The Instructor Certification training includes small group activities, role-playing and up-front delivery with individual coaching from Mary Jo McGrath during the course. The goal is that each Instructor Candidate will gain in-depth knowledge of the legally fit and educationally sound handling of situations, from assessment through investigation, including how to instruct others in the approach. When the Local Instructor trains the course for school personnel, participant learning materials are purchased from McGrath Training Systems.

CERTIFIED INSTRUCTORS WILL ACQUIRE SKILLS AND KNOWLEDGE TO:

1. **Conduct thorough, objective investigations** of complaints.
2. **Deliver the 2-day McGrath Intake and Investigation Course.**
3. **Utilize the in-depth resources** that are included with the registration fee: an Instructor manual, online analytical tools, comprehensive scripts, posters, and the PowerPoint presentation. Individualized support from the McGrath training team will be available for an additional consultation fee.
4. **Learn the important distinction between the worlds of behavioral change and legal compliance** in bullying, sexual harassment, abuse and discrimination intervention, reporting and investigation.
 - a. **Understand the liability of district office and site administrators and staff** for non-compliance with Federal and State statutes and District policies.
 - b. **Be fluent in a practical, step-by-step framework, which includes working definitions of** bullying, sexual harassment, abuse and discrimination and provides:
 - i. Steps to determine what type of investigation is warranted – site level or district.
 - ii. Guidance on implementing a uniform system throughout the organization;
 - iii. And, much more
 - c. **Be skilled in the FICA™ formula**, a methodology for creating and implementing legally-fit, educationally sound action.
 - d. **Learn and practice specialized interviewing questions and techniques** that get to the root cause of the incident to help stop the behavior and reduce district liability in potential lawsuits.

Requirements for Instructor Certification

For the McGrath Bullying, Sexual Harassment, Abuse and Discrimination Intake and Investigation Training

THE REQUIREMENTS FOR CERTIFICATION ARE:

- 1. Successful completion of the three-day Instructor Certification Program** conducted by Mary Jo McGrath.
- 2. Participation in four two-hour webinars**, which will take place approximately 3, 6, 9 and 12 months after the initial training.
- 3. Submission of copies of evaluations** of all McGrath Intake and Investigation trainings conducted by the Local Certified Instructor.
- 4. A registration fee of \$4,000 for the Instructor Certification Program**, which includes four years of certification. The Certified Instructor will receive extensive materials, including: an Instructor manual, comprehensive scripts, online analytical tools, posters, and a PowerPoint presentation. Individualized support from the McGrath training team will be available for an additional consultation fee.
- 5. After four years, Certified Instructors must be recertified** to keep pace with program modifications and expansion of the model to maintain certification status. Certified Instructors are not eligible to conduct training to certify other instructors.
- 6. For each person trained by the Local Certified Instructor** in the McGrath Intake and Investigation Course, the employing district or organization will purchase learning materials from McGrath Training Systems priced at \$95.00 per person, plus shipping.

Thank you for your interest in becoming a McGrath Certified Local Instructor.