

Facilitator's Agenda Template

Use this template to help you develop an effective and meaningful training session.

Date: _____ **Location:** _____
Topic: _____

Objectives:

As a result of this training, participants will be able to . . .

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Agenda:

Time	Topic/ Activity	Purpose	Details	Materials
__:__ (__ min.)				

Visit encorps.nationalserviceresources.org for more tools to help you plan your session and www.BeHandsOn.org for workshops related to student volunteer leaders.