# Foster Training Class In-Person

### Before class:

* Ask mentors to sign up for new volunteers.
* Only invite interested volunteers to foster training if mentors have been assigned to them.
* Send all interested volunteers the Highs and Lows of Fostering document prior to training.
  + This will allow them to “self-select” out of training if fostering is not what they had envisioned.
* Send the foster manual and scavenger hunt to the volunteers and ask them to fill it out and return it to you before training.
* Keep foster training classes small so that volunteers feel comfortable participating/asking questions.

### Items to have ready before the class begins:

* Foster Family Information Sheet – one for everyone attending in case they did not fill it out electronically ahead of time. This should be emailed back or brought into class when they arrive.
* Foster Agreement – one for you to read
* Foster Manual – one for you to use if you need it. Otherwise, you can use a copy of the slideshow with the notes section showing.
* Medical records sheet – a new one and one that has been correctly filled out
* Kennel Card
* Name Tags
* Paper for taking notes and pens
* Laptop, projector, and extension cord

### Room setup:

* Arrange the chairs and tables so that all participants can see you and the projector screen.

### Starting the class:

* Ask all participants to make a name tag and wear it.
* Welcome families and introduce yourself. Explain how long you have been with your organization. How you got started. Are you a staff member or a volunteer?
* Go around the room and have each person tell you their name and why they are here. Keep this short.

### Foster training:

* Go through the slides and use the notes section to guide you.
* Use examples from your fostering experience or from other foster parents.
* Ask them to keep questions until the end to keep the training on time.

### Questions and answers:

* Always leave about 15 minutes for this.
* If you don’t have a chatty group, have a few things prepared that you can discuss.
* If possible, have a mentor help you with this trining or another experienced foster parent.