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**LA ASOCIACION AMERICANA DE CUIDADORES
COMITE DE VINCULACION INTERNACIONAL
PROGRAMA DE ENSENANZA**

La Asociación Americana de Cuidadores (AAZK) y el Comité de Vinculación Internacional (IOC) han desarrollado un Programa de Enseñanza dirigido a asistir a profesional de cuidado animal en países de Latinoamérica provisionando capacidad y mentores en la carera de cuidado animal.

La siguiente información describe requisitos necesarios para el programa y como individuos pueden hacer el pedido para que el Programa de Enseñanza se lleve a cabo en su institución y/o para su personal.

**El Programa de Enseñanza:**

El Programa de Enseñanza del Comité de IOC es una oportunidad de capacitación para profesionales de cuidado animal en Latinoamérica que consiste de lecturas y talleres abarcando temas que cubren información de nueva información en el área de cuidado animal. Temas varían para cada programa, ya que las necesidades de cada institución dictaran el programa en su totalidad, pero siempre incluirá avances recientes en el campo de cuidado animal, tales como bienestar animal, entrenamiento, manejo animal. Enriquecimiento, nutrición, y documentación.

Materia también pueden incluir temas que aumentan crecimiento profesional, como hablar con el público, diseño de albergues, involucración en la conservación, y el desarrollo de proyectos.

Todos los temas están dirigidos a promover profesionalismo y cuidado optimo en la carrera de cuidado animal.

**Como Participar:**

* Instituciones que están interesados en pedir un Programa de Enseñanza deben de contactar a Yvette Kemp, Presidente del Comité de Vinculación de AAZK, Yvette.Kemp@aazk.org, para discutir las necesidades de su programa.
* Información como fechas del programa, temas, y lugar deben ser decididas por ambos grupos. Se recomienda que la institución interesada se decide en varias fechas para que el IOC pueda determinar cual fechas sería la mejor para instructores según los temas pedidos.
* El número de participantes en el Programa de Enseñanza dependerá de la disponibilidad de la institución. Se recomienda que la institución tenga una área estilo auditorio para lecturas generales y varios salones más pequeños para talleres.
* El auditorio debe ser suficientemente cómodo para que todos los participantes puedan tomar nota y participar, tener la habilidad de ofrecer presentaciones en PowerPoint (PPT), y tener un sistema auditorio adecuado (o por uso de un sistema de sonido integral o proyectar la voz).
* Salones para talleres deben de acomodar cómodamente a 25 a 30 participantes y tener capacidad de PPT si se ocupa. Se recomienda que talleres sean más chicos para poder proporcionar mejor trabajo de uno a uno y/o habilidad de trabajar uno-a-uno.
* El número total de participantes debe ser pendiente del numero de áreas para los talleres e instructores disponibles cada día.

**Temas para el Programa:**

* AAZK tiene acceso a varios recursos e informacion disponible al Programa de Ensenanza. Si la institucion que esta pidiendo el programa esta interesado en temas especificos, el IOC hara todo lo possible para acomodar ese pedido.
* AAZK tambien tiene acceso a sus comites, programas, miembros, y colegas, las cuales todas pueden ser utilizados como recursos para el Programa de Ensenanza. Tambien, la posibilidad de poder ofrecer ciertos temas also muy
* institutions can request
	+ 1) A Program Module catered to the institution’s personnel experience level along with general topics,
	+ 2) Specific topics they are interested in, or
	+ 3) Have the IOC put together a program they believe would be appropriate for the requesting institution.
* The IOC will also invite colleagues from Mexico, the U.S., and other parts of the world to share their expertise and knowledge. The Teaching Program is an opportunity for sharing information and the IOC encourages local animal care providers to participate as presenters in the program.
* A final program schedule will be developed by members of the IOC and will be based on host institution needs, instructor availability, and in country keeper participation.

**Program Organization:**

* The IOC will work with the host institution in the organization of the program but will be in charge of the final program development.
* The IOC will invite presenters and workshop leaders and determine times needed for each presentation.
* The IOC will also provide invitation letters to those participating as instructors or presenters in the program.
* A contact person from the hosting institution will need to work with the IOC organizational team. Once program organization has begun, the contact person must be in constant communication with the IOC Program organizers to ensure a successful program.
* The host institution must determine if the program will be solely for their personnel or if outside personnel will be allowed to participate.
* If outside personnel are allowed to participate, the host institution must determine how many can participate based on auditorium and workshop capacity. If outside personnel participate, the IOC will handle registration needs. A cost for outside personnel must be determined and funds from their registration will go towards program expenses.

**Program Expenses:**

* The IOC requests that interested institutions cover airfare and accommodation expenses, within reason, for instructors and IOC members.
* The host institution will also cover all expenses involved in the program, such as transportation needs, meals, translators, etc. If it is determined that there will be a registration fee, those funds will be used to assist in covering the program expenses.
	+ Something to keep in mind for the hosting institution: if there are many attendees and many workshops are needed to divide participants into smaller groups, more instructors will be needed thus increasing their cost.
* Instructors will be asked to share rooms when appropriate to assist in keeping the hosting institution costs reasonable.
* The IOC will cover most educational materials, although certain courses may require that the hosting institution cover special materials (i.e. eggs for incubation workshop). The IOC will supply flash drives with program information when available. An AAZK Certificate of Completion for each of the participants will be distributed at the end of the program.
	+ Additional giveaways can be decided between the hosting institution and the IOC (i.e. bags, notepads, t-shirts, etc) and can be part of the registration cost negotiation.
* Dependent on instructors, there may be a need for translators. To keep translation costs to a minimum, IOC program organizers will attempt to place all instructors in need of translators on the same day.
* Examples of expenses are as follows:
Transportation to and from the hotel to the zoo for 5 days: $29,000 MX pesos ($1,483 US dllrs)
Translation equipment for 1 day: $2,784 MX pesos ($142 US dllrs)
Lunch for 80 people for 5 days: $40,629 MX pesos ($2,076 US dllrs)
Name tags, certificate printing: $1,380 MX pesos ($71 US dllrs)

**IOC Program Modules and Additional Courses:**

The IOC has developed Program Modules geared towards animal care professionals of varying experience levels. The following demonstrates **some** of the courses available in their categories of experience.

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| **MODULE 1: Beginners** | **MODULE 2: Intermediate** | **MODULE 3: Advanced** |
| Knowledge and Importance of Natural History | Introduction to Animal Welfare | Nutrition |
| The Zoo Keeper’s Role in Animal Welfare | Zoonotic Diseases | Designing Effective Exhibits |
| Record Keeping and Communication | Enrichment | Keepers and Conservation Programs |
| Handling and Restraining – Basics | Training | Design and Implementation of an Education Program |
| Why We Train | Animal Welfare: How It’s Evaluated | Enhancing Visitor Experiences |
| Enrichment: Do Animals in Captivity Need It? | The Importance of Conservation Programs |  |
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| **Additional general courses available:**  |
| Social Media and Its Impact |
| Public Speaking |

**Additional Information:**

AAZK’s IOC Teaching Program is geared towards keepers of all experience levels.

The goal of the program is to provide knowledge to personnel that can be applied and adapted to their daily jobs. The animal care professional is constantly changing and advancing; our goal is to provide the information and resources necessary so that animal care personnel can continue to provide the best husbandry available.