



**Indian
Leadership
Academy**

SOFT SKILLS TRAINER CERTIFICATION



Kaushik Mahapatra

International Coach
Corporate Speaker



Colene Faith

Life Coach & Self-
Development Coach



Riti Sinha

International Trainer,
Coach & Mentor



Bandhamukta K

Corporate Trainer & Coach



Vaishali Puri

International Trainer, Corporate
Trainer & Emotional Wellness
Coach



Sheena Singh

International Trainer & Emotional
Wellbeing Life Coach



     / [ilaofficialpage](#)

INDIA	SINGAPORE	VIETNAM
DUBAI	PHILIPPINES	SPAIN

SOFT SKILLS TRAINER CERTIFICATION

DURATION

30 Hours of Training

7 DAYS

Mon - Fri : 6pm - 9pm

Sat - Sun (full days)

1 months internship



Certificates Issued

1. Certified Soft Skills Trainer
2. Train The Trainer
3. Certified Corporate Trainer

Certification Body



*Course designed by
Kaushik Mahapatra*

International Speaker & Chief Mentor- Indian Leadership Academy

PROGRAM HIGHLIGHTS

DAY1 Getting Started

- Introduction - Soft Skills Trainer Certification: Expectation from the participants
- What is Training all about?
- Qualities of a Successful Trainer
- **Top 10 Softskills for 2025**
- Success stories - India's best Trainers
- Popular Training programs and Popular Training
- Companies in India in Soft Skills
- Trainer - Self Assessment
- Skills required to be soft skills Trainer

DAY2 Building your strengths to be World Class Trainer

- **21'st Century Skills**
- Facilitation Techniques
- Instructional Design for Content Development - ADDIE
- TNA - Training Need Analysis
- **Presentation Mastery - Logo Ethos Pathos**
- Body Linguistics
- Gamification and Activities
- Icebreakers

DAY3 Audience Engagement

- Creating a learning ecosystem
- Understanding Learning styles
- Audience analysis and connect
- Virtual facilitation

OUR KEY OFFERINGS

- Leadership programs
- Executive coaching
- Team Building Programs
- NLP workshops
- Leadership and Mindfulness conferences

DAY4



Building Effective Communication

- Communication - Verbal, non-verbal, Active Listening, email etiquettes, Virtual communication
- Voice Training for Trainers
- Leadership Development

DAY5



Act As A Trainer

- LMS - Learning Management System
- Art of story telling
- Trainer as an Enter - Trainer
- **RAINBOW MODEL for Trainers**

DAY6



Soft Skill and Evaluation

- Time management - Productivity, Collaboration, Delegation
- Critical thinking, Negotiation, Decision making
- Image management - Etiquettes, personality development
- Teamwork - Interpersonal skills, Problem Solving, Conflict resolution
- KirkPatrick's evaluation technique
- Art of giving and receiving feedback
- Role Plays
- Visual Journalism
- Art of handling questions
- Emotional Intelligence for Trainers

DAY7



Establishing your brand as a Trainer

- Branding and Marketing Techniques
- **Building credible Trainer Profiles/ Proposals**
- Digital Marketing techniques for building your brand
- **Branding I Selling I Pricing**
- **Corporate end to end cycle**
- Organizing public Workshops
- **Self development Tool Kit for a Trainer**
- Plan of action

