

National Bulletin: 360-24-12

Date: 5/1/2024

Subject: PER–Virtual Train the Trainer Course for Soil
Health and Sustainability for Field Staff

Action Requested By: May 20, 2024

Purpose: This national bulletin requests state conservationists and directors of the Pacific Islands and Caribbean areas or their designees to enroll qualified staff in the virtual [Train The Trainer course for Soil Health and Sustainability for Field Staff](#) on AgLearn, to become certified instructors.

Expiration Date: June 30, 2024.

Background: Following guidance in [360 NI 320](#), the Soil Health Division (SHD) is offering an opportunity for states to recommend and enroll qualified staff to become certified instructors of the Soil Health and Sustainability Training (State Equivalency) course. This certification opportunity will cover current curriculum content. New course content is scheduled for the fiscal year 2025 training.

Explanation: The Train the Trainer course is a virtual training event for participants to become certified instructors of the Soil Health and Sustainability Training (State Equivalency) course in their state or region. It is designed to convey knowledge, confidence, and expertise for new instructors to teach the existing course.

Each state is encouraged to enroll qualified staff to become certified instructors. The course will cover all current curriculum modules except the Field Activities module. Supervisors should work with their state conservationist, director, or designee to determine who is qualified to be an instructor. All new instructors must be certified before teaching the course.

Once qualified staff are identified and supervisory approval has been obtained, each state training officer should enroll each individual in the AgLearn “Train The Trainer for Soil Health and Sustainability for Field Staff – Virtual” course no later than **May 20, 2024**.

Enrolled participants must attend both parts of the course to be certified. Once enrolled, they will be given a link to the Teams event and should add the link to their calendar. Attendance will be taken for each part. Failure to attend both parts will result in an incomplete certification.

The first part of the course will be held on May 21, 2024, from 11:00 am to 1:30 pm PDT. The second part will be held on May 23, 2024, from 11:00 am to 1:30 pm PDT.

To request instructor training for the Field Activities module, contact your regional soil health specialist and coordinate a field training event. The state training officer will then create a training event in AgLearn under the [Soil Health and Sustainability Training \(State Equivalency\) course offering](#). This event will only cover the Field Activities module. The regional soil health

specialists provide direct one-on-one assistance to ensure states and certified instructors are prepared to conduct the training.

Contact: Direct questions about this bulletin to Loretta J. Metz, national program coordinator, at Loretta.Metz@usda.gov.