

# DACUM Training for Facilitators

A diagram consisting of a blue rectangular box at the top left containing the text 'DACUM Training for Facilitators'. A dotted line extends from the right side of this box to a red downward-pointing triangle. From the bottom of the red triangle, a dotted line leads to a yellow oval containing the text 'Hosted by the Facilitation Center'. Below the blue box, a dotted line leads to a yellow downward-pointing triangle.

Hosted by the  
Facilitation Center

## What is it?

The DACUM Process incorporates the use of a focus group in a facilitated storyboarding process to capture the observations of high performing incumbent workers regarding the major duties and related tasks included in an occupation. The panel of workers identify the duties and tasks that make up their job. Given the process' focus and flexibility, the group can develop the job profile quickly and edit and fine it in a collaborative fashion.

## Who needs it?

This training is for facilitators and is designed to teach participants how to conduct, facilitate, manage, and apply the outcomes of the DACUM / Occupational Analysis.

## Expect These Results

The DACUM process can benefit your agency by enabling evaluation of position descriptions, training needs assessment, compliance with the American Disabilities Act, development of personnel selection criteria, educational programming, and curriculum development. After completing the training, participants will be prepared to complete a job task analysis for a specific worker group. Participants will receive 2 1/2 days of training, a facilitator's handbook and CD-Rom, access to the chart repository, and a Certificate of Completion.

## Trainers

**Dr. Bruce Wolford** is Director of the Research and Service Center. The Center provides training, research, and evaluation services to local, state, and federal agencies. He has served as a Professor of Correctional and Juvenile Justice Studies in the College of Justice and Safety at ECU since 1979. Dr. Wolford has authored numerous publications in the areas of corrections, juvenile justice, and education. Dr. Wolford has worked in the criminal justice field for the past 30 years.

**Karen Russell** is Director of the Facilitation Center. She provides myriad facilitation services including pre-session design planning, meeting facilitation, and report writing. Karen is a qualified trainer in Group Facilitation Methods (GFM) and provides workshop training in GFM, Planning and Conducting Great Meetings, and Developing a Curriculum (DACUM) Occupational Analysis.

Karen holds a Bachelor of Science Degree from Eastern Kentucky University in Community Health Education and an Associate Degree in Dental Hygiene from the University of Louisville. She also holds a Master's Degree in Career and Technical Education with an emphasis in Occupational Training and Development.

Individuals interested in learning more information should contact Sarah Gilbert at 859-622-8653 or Sarah.Gilbert@eku.edu