



2026 Information on Private Group Mental Health First Aid Training for IATSE Locals

How is the training delivered?

You have two options:

- All virtual class: attendees complete 2 hours of online self-study prework prior to a six hour live virtual class. All attendees should be on individual devices with camera and microphone capability.
- All in-person class: attendees complete an 8 hour in-person class. This can be split over two days if preferred. (note: this does not include breaks or meal time so please add that into your planning)

How many attendees do we need?

A minimum of 10 and a maximum of 25. Please note you will be charged for the minimum 10 attendees even if your class size falls below that number on the day of the training.

What are the costs?

- Virtual class: \$1,750
- In-person class: \$3,000 plus the cost of workbooks (\$31 per attendee plus shipping) and trainer travel expenses. Trainer travel expenses include airfare, ground transportation, hotel for 2 nights (3 if a two-day class), and meals, upon presentation of receipts.

This course is eligible for IATSE Training Trust Fund Course Reimbursement. The TTF has new policies and maximums for course reimbursement so please read those policies carefully if you apply. In summary:

- The new maximum reimbursement for MHFA is \$1750.
- Only Locals with employers who make contributions to the TTF are eligible to use the Course Reimbursement program.
- Reimbursement applications must be submitted before the course takes place or they will not be approved.
- Locals with their own Local Training Funds or access to another Training Fund who also have contributions to TTF should contact the TTF Support Manager at info@iatsetrainingtrust.org to check their eligibility for Course Reimbursement funds for their course.
- Once your training date(s) is finalized apply to the TTF right away. Your reimbursement application must be submitted to the TTF before the course takes place or it will not be approved. For more information and the application, please go to <https://www.iatsetrainingtrust.org/course-reimbursement-2026>.

How do we book a class?

Contact Jillian Beggs at Behind the Scenes at mhfa@btshelp.org or 212-244-1421 Ext 1. She will discuss trainer options with you and ask you to provide potential dates for your training. Our trainers are working industry professionals so their time must be booked in advance and available dates may be limited.

What kind of facilities are needed for an in-person class?

- A room that will allow seating in rounds or classroom style. Attendees must have table space for their workbooks, so theatre-style seating is not acceptable.
- It is up to the organizer whether you wish to provide any kind of refreshments such as water or coffee or food at lunch breaks.

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What are the AV requirements?

- A projector
- A screen large enough for the entire class to easily read the projected content
- Internet connection
- A wireless mic (depending on class size)

What is the class timing?

- You can set the start time for your class
- For the virtual class, the trainer usually takes two 15 minute breaks and one 30 minute break. This can be adjusted upon request.
- For the in-person class you can determine the break schedule. For example, if you plan to provide lunch or give the attendees time to go and get lunch then you can schedule a longer lunch break.

How is registration handled?

Virtual class:

- The class organizer must submit an attendee list including name and email to Behind the Scenes at least ten days prior to the class.
- The class will then be registered with the National Council for Mental Wellbeing. Attendees will then receive their log-in information to complete their online pre-work.
- Once the attendee list has been submitted, additional attendee names (up to the maximum class size) may be added up to four days prior, providing the individual can complete their pre-work in the given amount of time.

All in-person class:

- We will need an attendance number from you a minimum of two weeks before so that we can order workbooks shipped to you. Workbooks are not refundable.

How is payment handled?

Once a date and trainer have been confirmed, the local sponsoring the training must pay a non-refundable deposit of \$750 to Behind the Scenes. The balance will be due seven days prior to the class.

If an in-person class is cancelled after workbooks have been ordered, the total cost of the workbooks (including shipping) will be payable to Behind the Scenes. Workbooks are not returnable or refundable.

Trainer travel expenses for in-person classes will be invoiced immediately following the class. If a class is cancelled between payment of the deposit and seven days in advance, any non-refundable trainer travel expenses already incurred will be payable. The IATSE TTF will not reimburse for any expenses associated with cancellation fees and costs.

Locals are responsible for all payments to Behind the Scenes.