

TRAINING NEEDS OF UNIVERSITY STAFF MEMBERS IN LIGHT OF EFFECTIVE TEACHING SKILLS IN FACULTY OF SCIENCE, PRINCESS NORA BENT ABDUL RAHMAN UNIVERSITY

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ABSTRACT_ *This study aimed at deciding the most important needs of university Staff members, Chemistry Department, Faculty of Science. The study used the descriptive survey method. This is done through using a questionnaire as a tool of collecting the needed data. This is to decide the training needs of university Staff members, Chemistry Department, Faculty of Science, Princess Nora Bent Abdul Rahman University. The sample of the study included 21 female staff members of department of Chemistry, Faculty of Science. Those are the only members who responded to electronic contacts and answered the questionnaire. Results of the study showed that the urgent training needs of effective planning are: designing the varied investigating activities to decide needs and tendencies of female students, defining the needed results of the syllabus, defining aims of different educational levels, methods of organizing educational content, and activating the role of the female student in planning educational process. And in the field of effective execution, results are: motivating female students to learn in different methods, mastering skills of educational contact. In the field of effective class management, results are: encouraging female students to create, managing time of lecture effectively. In the field of effective evaluation, they are: putting preventive and curative solutions to face weaknesses of female students, evaluating co-operative work. In the field of professional development: reviewing recent studies about development of teaching, putting a plan to develop different skills. The study recommended making use of these results to decide the basic needs of training programs in Faculty of Science, Princess Nora Bent Abdul Rahman University.*

Keywords: *Training needs, effective teaching, teaching staff members.*