Downloaded from <https://www.velvetjobs.com/job-descriptions/director-learning>

# Example of Director, Learning Job Description

Our company is looking for a director, learning. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for director, learning

* Design and develop professional development and training programs and resources using instructional design principles and using a variety of delivery methods such as instructor led sessions, computer based training, and enhanced PowerPoint materials
* Think strategically and be innovative about how professional development and training can contribute to company and department goals
* Lead the development of all franchisee and manager training and resources, including, but not limited to webinars, in-person training, and job aids
* Coordinate and supervise work of outside vendors involved with project development including the selection, management, and billing of those vendors
* Develop strategy and vision for use of training practices, such as needs assessment methods to analyze the learning needs of the field and determine most effective learning interventions
* Assist with educational and development aspects of conferences including presentation of workshops and other training activities contribute to the team to provide outstanding customer service prior, during and following the event
* Supervise learning & development senior managers, managers, specialists, coordinators, or interns as needed
* Manages and expands association offerings and partnerships
* Works with Sales (direct, field, inside) to maximize business opportunities
* Enhance and deploy the approach for digital upksilling for L’Oreal USA employees (including marketers, DMIs, digital experts, senior leaders, and other functions)

## Qualifications for director, learning

* Masters degree required (PhD or EdD preferred) in Psychology (School, Educational, Clinical, ), Special Education, Learning Disabilities, Measurement, or related field
* Familiar with the full continuum of the learning model including assessment, design, development, delivery, evaluation and incorporating current technology, strategic communication and change management plans
* Experience in the strategic design and implementation of an enterprise learning strategy
* Microsoft Office expertise (required)
* Leverage strategic thinking skills and collaborate with team members on best practice and change management implementation
* Ability to delegate/leverage effectively and influence others at all organizational levels (required)