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# Example of Learning Development Manager Job Description

Our innovative and growing company is looking for a learning development manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for learning development manager

* Develops tasks and work assignments, clearly defines objectives, and provides functional direction
* Oversees technical training calendars
* Utilizes multiple evaluation techniques to provide ongoing feedback and development to Learning and Development leads and instructors
* Evaluate the effectiveness of training, and the overall training model
* Consult with functional learning and development teams to understand current business strategies
* Broker resources and/or capabilities across the GL&D function and business to develop agreed solutions Centre of Excellence supports, partnering with business subject matter experts, technical workplace trainers
* Manage and execute the firm’s Leadership Development Program annually including booking speakers and working with the participants on various projects and activities
* Set the standard as experts in curriculum design principles and practices, leading the design of learning content in their specialist area
* Manage a consistent and effective learning design process from training needs analysis through to a seamless handover of each learning programme to the delivery teams, working in conjunction with the L&D Consultants and L&D Programme Specialists
* Ensure all learning content aligns to the Centrica vision, values and principles that underpin our commitment to customers

## Qualifications for learning development manager

* A high degree of creativity and out-of-the-box thinking
* Ability to innovate, learn, and adjust training experiences to meet the needs of the position
* Ability to work in a fast pace environment, quick turnaround, and the ability to work under pressure
* Actively seeks feedback on how training is understood, and applies feedback to continuously improve training programs
* Demonstrated effectiveness operating in complex organizational environments and self-starter qualities that will translate well in a large matrixed organization
* Excellent university degree, ideally in L&D, 7+ years of relevant work experience in professional services