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# Example of Learning Specialist Job Description

Our company is looking for a learning specialist. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for learning specialist

* Consult with Communities of Practice and internal partners to ensure integration and alignment of corporate and other initiatives to business specific plans
* Support the creation of learning strategies for associates across site locations and in specific business units as required, drive the implementation and execution of learning interventions identified to support the strategy
* Using a consultative approach, analyze, diagnose, and assess business challenges to determine learning needs and appropriate solutions for individual or team development
* Active involvement in associate learning and development planning and monitoring
* Focused attention on opportunities and strategies to integrate mentoring and coaching into our culture
* Ad hoc projects related to learning and/or talent development
* Coordination and execution of learning and talent interventions as needed
* Coordinate ILI-wide campus recruitment activity and execute on plans aligned to our overall talent strategy
* Drives appropriate solutions to these issues to the classroom and customer service floor and reports on learning program ROI
* The role holder will be required to be flexible, being able to cope and bring structure to ambiguous situations and problems whilst adapting to the changing priorities of a global change programme

## Qualifications for learning specialist

* Thorough understanding of graphic design principles and experience in using Adobe Photoshop and Illustrator
* Knowledge of HTML, web design principles and best practices
* Knowledge of adult learning principles and a variety of design and development principles and methodologies
* Knowledge of learning and content management systems
* Sharing knowledge, experience and best practices within the Production team to support a positive team environment and increased learning
* Openly sharing ideas and opinions within the larger learning community & GPL, leveraging other resources and programs where possible to maximize efficiency and share successes