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# Example of Regional Training Manager Job Description

Our company is looking to fill the role of regional training 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 regional training manager

* Provide assistance to Franchise Consultants and franchise community to support the proper application, use, and measurement of training systems
* Provide expertise and assistance in assigned specialty area
* Develop, drive and manage the system for prioritising training and then for the development of training
* Manage the process for content development implement models to evaluate the quality of materials and quality of the development
* Be responsible for the training P&L in the region, development of the annual training budget and revenue targets
* Plan and establish training goals and objectives for meetings, conferences, and class training curriculum
* Develop techniques and training materials for the APS Playbook
* Facilitate and train individuals in the use of the APS Playbook techniques (ie
* Train various levels of employees in continuous improvement techniques (Toyota Production System, Lean Production, Lean Office, 6 sigma, Process Improvement, employee suggestion program)
* Conduct skills assessment of employees to determine training gaps or training opportunities

## Qualifications for regional training manager

* Decisive, confident, positive attitude
* Marketing management (competitor intelligence, sales planning)
* Planning, Organization, Coordination
* The main function of the Senior Manager role is to assist the Head of Professional Development with the building of a professional training platform for agents and leaders across Asia
* In this role the incumbent will be expected to liaise with Agency teams in each of the ten countries with Agency distribution, assist Agency training teams with implementation of internal and external instructor-led and e-learning programs
* In order to carry out the responsibilities of this position, the incumbent must have a track record of success in Agency sales and/or sales management