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# Example of Senior Training Job Description

Our company is growing rapidly and is looking to fill the role of senior training. 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 senior training

* Support all Training Delivery Management processes, incl
* Manage the activities of the training organization to support the needs assessment, design, delivery and evaluation of programs, curricula and overall development initiatives
* Work with Instructional Designer, SMEs, CNEs and FSTs in the continued development of maximizing eLearning (HSP program) and LMS content management
* Collaborate on the development of education and training materials (presentations, electronic media, hands-on booklets), and maintains the new hire handbook and facilitator guides with quarterly updates and information as provided by sales, marketing, financial and business stakeholders
* Develop and implement evaluation methods to create metrics of program effectiveness and impact as measured against key business objectives
* Manage and facilitate in-house product training programs, product launches and additional MSG Surgical Business training activities
* Create agenda, curricula and training materials for all product training classes and collaboration of curriculum
* Work with SMEs, CNEs, FSTs and Training Director to coordinate classroom training, assessments and workshops
* Assist in creating and/or reviewing materials for training classes and product launches to assure sales materials are properly represented and aligned with methodologies and techniques
* Support Field Sales Training program for appropriate surgical businesses

## Qualifications for senior training

* 2-3 years’ experience with Compliance Learning Management System, preferred
* At least 3 years of experience directly related to the duties and responsibilities specified
* Ability to work independently with direction and support
* Driving the Professional Development & Training (PDT) programs in Asia-Pacific (APAC) for all MIS staff to enhance the skills and capabilities of MIS employees in the region and to support successful implementation of business initiatives
* Experience in systems of systems training solutions and coordination with POR product SME's (APM-L, APM-E, APM-I, SPAWAR 4.3.4, APEO-L)
* This role would support a wide scope of job functions which includes Activations, Priority Unit and Advanced Product support