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# Example of Training Consultant Job Description

Our company is searching for experienced candidates for the position of training consultant. 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 training consultant

* Partners with Performance Consultants to assess the business need that prompted the request for training
* Leads the instructional design process of training projects, in partnership with a Training Specialist
* Designs and develops training courses to meet business goals and/or performance change
* Conducts (delivers) training courses and/or audits courses to ensure items in the observation checklist items are being met in the classroom
* Partners with Performance Consultants to develop and maintain training measurement system
* Measures impact of training intervention on business results by analyzing before/after change in key business indicators
* Develop and revise curriculum and support materials as needed
* Conduct evaluations of training programs to ensure they meet the learning needs of the operational staff
* Provide feedback to the operational management team
* Coordinates training plans and programs for his/her assigned area(s) of responsibility to meet departmental training objectives

## Qualifications for training consultant

* Capability and willingness to travel in EMEA or globally (up to 1/3 of the time)
* Moderate to advanced skills with Microsoft Windows
* Networking (wired and wireless)
* BA/BS or equivalent qualification
* Ability to learn quickly, work independently and as part of a cross functional team
* Takes pride in creating innovative and impactful high quality deliverables