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# Example of Training Director Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of training director. 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 director

* Collaborating effectively with corporate and operations team members to improve internal and external service and hospitality
* Working collaboratively with Human Resources, Operations, Research and Development, and other departments to ensure joint projects and programs are effective
* Leads team and provides vision and direction in the research, design, and development of learning and development programs and systems that align with overall business and people strategies
* Develops skills and competencies of team, and integrates into ongoing learning activities
* Partners and consults with key field/corporate staff and franchise owners to identify system training requirements, performance expectations and desired outcomes
* Develops performance measures that permit consistent analysis and evaluation of training program impact (i.e., financial measures, customer measures, internal capability measures, and innovation and learning measures)
* Evaluates current training programs for effectiveness and efficiency and makes recommendations for improvement
* Establishes and utilizes cross-functional teams, as appropriate, to assist in the development, implementation and evaluation of training technology and programs
* Responsible to develop a training strategy for each division within Line Business Unit (LBU), Customer Service, Robots & Automation and Systems
* Creates a monthly forecast training group and meet specific business performance targets

## Qualifications for training director

* Ability to work cross-functionally in a solutions oriented manner
* Travel required for training initiatives and meetings
* Leader training in DiSC, Situational Leadership, Talent Profiler, Crucial Conversations preferred
* Expertise with technology platforms
* Extensive international travel may be required
* Demonstrated ability to create innovative solutions with high levels of engagement