



Example of Training Designer Job Description

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Our company is growing rapidly and is looking to fill the role of training designer. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for training designer

- Create project plans in DAPTIV project management tool based on estimated effort and business requirements that are linked to Engineering/Manufacturing timelines and the Phase Review Discipline process
- Solicit and integrate input from stakeholders and subject matter experts to ensure courses meet business needs
- Identify key training materials to be utilized in performance support tools
- Be accountable for the organization and preparation of key meeting tools
- Work closely with the apparel design, development, and PLM teams to develop four seasonal international apparel ranges per year
- Partner with developers and sourcing offices to ensure a clear understanding of product design, fit, and function
- Conduct market research for competitor, best practices, consumer and price studies, and trend research
- Create and execute apparel ranges that are brand appropriate and meet the needed cost and margin requirements
- Responsible for the timely and accurate completion of detail sheets, CADs, and tech packages based on design time and action calendar
- Partner with graphic design team to establish seasonal concept and graphic direction for each range

Qualifications for training designer

- Position requires presentations to internal and external groups
- Knowledge and understanding of adult learning theory, instructional design methodologies, and eLearning development tools
- Strong experience in curriculum development within a Customer Support environment
- Fluency in verbal and written English essential, fluency in another language a plus
- Coaching experience in a Customer Support environment