



Example of Training Leader Job Description

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Our growing company is looking for a training leader. 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 training leader

- Travel to conduct field training for new and existing associates and ensure that consistent training methods are implemented across the company
- Work closely with our HR team to develop training of business leaders at the VP, director, manager and supervisor level on how to coach and develop their teams, provide regular feedback and set development goals in a practical, meaningful manner
- Work closely with HR to develop a strategy for onboarding employees that gives new hires the tools they need to succeed in this fast-paced, high-standards workplace
- Manage external coaches and develop a strategy for offering the service to employees
- Ensure programs run with operational excellence
- As the role grows, build, manage, and oversee the development of the training team
- Model behaviors that reflect continued personal and professional growth
- Develop and Lead I.T
- Lead and serve our Training Specialist, Trainers, Coaches, and Coordinators
- Partner with United Shore Leaders to identify and fulfill training needs

Qualifications for training leader

- Experience working in industrial environments, in the oil and gas industry, or

- Certified Trainer/Train-the-Trainer
- Strong computer skills, particularly with experience using the SuccessFactors learning management system to manage all aspects of training, Active Learner, and SAP or other related enterprise resource planning system
- Strong understanding of effective blended learning principles with acute attention to detail and a commitment to consistency and quality
- Cover TL holidays and this will require them to move between departments and shifts