



Example of Training Services Job Description

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Our innovative and growing company is searching for experienced candidates for the position of training services. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for training services

- Assess training needs and priorities for educational staff in above community settings
- Works with Director and Assistant Director of Douglass Outreach in developing new training techniques and priorities for community based programs
- Consults and leads teams of educators responsible for home-based programs for students with autism
- Creates and monitors curriculum, Behavior Intervention Plans and materials for home-based programs
- Leads clinics (team meetings) for all team members
- Presents workshops and conferences for the community
- Assists educational staff in the community with integrating and applying information shared through didactic presentations
- Assists managers and Human Resources with maintaining a master training schedule that includes all schedules for new hires, nesting, and recurrent and special trainings
- Provide excellent customer service as a first point of contact to staff, peers, our customers and suppliers
- Organise invitations, venues, travel and other communications to support course delegates attending Training and Development events

Qualifications for training services

- Two or more years of experience with HTML, DOM, CSS, event model, and cross-browser development
- Two or more years of experience with SQL Server
- Minimum of one year of experience with AngularJS and/or jQuery and JavaScript
- Client focused and a genuine desire to assist end users and resolve problems
- Familiarity with Agile development and SCRUM