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WE NEED YOU

WE'RE LOOKING FOR
TRAINING AND CONTENT SPECIALIST

LOCATION:

Please refer to advert

WORKING HOURS:

Monday – Friday, 37.5 hours per week

SALARY/DAY RATE/GRADE:

Up to £35,000 per annum

OTHER BENEFITS:

10% Bonus, Company Car, Life Assurance, Discount portal, Aviva Pension, HP Discounts, Company Sick Pay, ETHIC Values - Employee of the month: a chance to win a £500 lifestyle voucher!

CONTACT TYPE:

Permanent

REPORTING IN TO:

National Training and Content Manager

blue square.

WE'RE LOOKING FOR A DYNAMIC AND IMPACTFUL PERSON

We're looking for a confident, engaging Training and Content Specialist to deliver high impact brand engagement and training events that inspire, educate and motivate audiences around HP products and propositions.

This is a delivery led role, focused on bringing training to life through face to face and virtual sessions, live brand activations, and training events. While you'll contribute to the development of supporting digital content, your primary focus will be training delivery, facilitation and audience engagement.

You'll work closely with the HP National Training Manager to ensure training programmes are delivered to a consistently high standard, on time, and in line with brand guidelines.

TO MAKE A REAL DIFFERENCE IN THESE AREAS

TRAINING DELIVERY

- Deliver engaging, high energy training sessions and brand engagement events
- Lead train the trainer sessions across multiple internal and partner teams
- Deliver structured training programmes across HP PC, Print and Laptop Accessories
- Facilitate in person and virtual training sessions, adapting style to different audiences
- Act as a confident brand ambassador, bringing enthusiasm, credibility and presence to every session
- Support and deliver training at brand engagement events, launches and activations

PROGRAMME & SESSION DEVELOPMENT

- Support the design and evolution of training programmes to improve capability and confidence
- Tailor training delivery to audience needs, objectives and experience levels
- Ensure training materials remain accurate, relevant and aligned to product updates

CONTENT & DIGITAL SUPPORT

- Contribute to the creation and maintenance of supporting digital training content
- Assist with light video capture, review and editing where required
- Work within brand guidelines to ensure consistency across all training assets
- Support the use of digital platforms to enhance the training experience

RESEARCH & CONTINUOUS IMPROVEMENT

- Stay up to date with HP product developments and industry trends
- Research engagement techniques and learning methods to enhance training delivery
- Gather feedback and insights to continuously improve training effectiveness

MEASUREMENT & IMPACT

- Support the measurement of training effectiveness through KPIs and feedback
- Use insight to refine delivery style, session structure and content focus
- Identify opportunities to enhance engagement and impact across future sessions

OUR IDEAL PERSON & THE ESSENTIALS WE'RE AFTER

Essential

- You're experienced in delivering training, coaching, or facilitation, ideally within technology, IT, or telecoms.
- You're a confident, engaging presenter with strong facilitation and audience management skills.
- You're experienced in delivering live training sessions and brand engagement events.
- You're knowledgeable about adult learning principles.
- You're an excellent communicator with strong interpersonal skills.
- You're highly organised, with strong planning and time management abilities.
- You're comfortable working both independently and as part of a wider training team.
- You're proficient in Microsoft Office, particularly PowerPoint.
- You have a full UK driving licence and willing to travel.

Desirable

- You're experienced in supporting digital or blended learning approaches.
- You're familiar with Adobe Creative Suite (Premiere Pro, After Effects, InDesign).
- You're experienced in working with video or digital content in a training environment.

Our ETHIC values are at the core of everything we do, the way we think, the approach we take. These five values are qualities we look for in every single member of the Blue Square team.

