



# WE NEED YOU

## WE'RE LOOKING FOR

### LEARNING AND DEVELOPMENT TRAINING SPECIALIST

#### LOCATION:

Hertford (with expectations for field-based travel)

#### WORKING HOURS:

Full Time

#### SALARY/DAY RATE:

Up to £40,000

#### OTHER BENEFITS:

15% Reward Scheme Bonus, Life Assurance, PerkBox Discounts, Aviva Pension, Samsung/HP Discounts, Company Sick Pay, ETHIC Values - Employee of the month: a chance to win a £500 lifestyle voucher!

#### CONTACT TYPE:

Permanent

**blue square.**

## WE'RE LOOKING FOR A PASSIONATE L&D TRAINING SPECIALIST

As our L&D Training Specialist, you'll play a pivotal role in shaping our new learning menu and the learning experiences of our colleagues. You'll be responsible for designing, facilitating, and championing impactful learning initiatives that empower our workforce to thrive across our "Developing High Performing Teams" menu. From in-person workshops to virtual sessions, you'll create an environment where learning is not just a checkbox but a transformative journey.

## TO MAKE A REAL DIFFERENCE IN THESE AREAS

### LEARNING CREATION AND DELIVERY

- Work with the Head of People Development to craft a brand-new collection of engaging learning content across our "Developing High Performing Teams" menu, that excites and empowers our diverse audience. You will be working with a "blank canvas" to create brand ready, captivating learning experiences that tell impactful stories and land our learning.
- Bring your expertise in Learning and Development to author both virtual and face to face sessions that bring the best thought leaders and scientists into our organisation and have real credibility with our audience.
- Ensure best-in-class delivery, whether that's in person or virtually, by mastering techniques to minimise the Forgetting Curve and champion fun in learning.
- Understand different learning styles and neuro-preferences, ensuring every element of our learning adds to the success of our team. Whether it's fiddle kits, music, self-reflection or coaching groups, our learning has different elements to help everyone shine.

### CONTENT CREATION AND LEARNING SYNERGY

- Partner closely with the Digital Learning Specialist to align content across our blended syllabus. Consistent messaging and identity matters.
- Be to go-to expert for behavioural and leadership content. Deliver and believe in the "Developing High Performing Teams" Menu as the core of the L&D learning offer.
- Author learning slide decks and facilitation notes that are brand ready, credible, and deliver the vision for the team.
- Tailor bespoke content for functional leads, taking a consultative approach to meet their specific needs.

### COACHING AND MENTORING

- Support our people on their learning journeys. Provide guidance, encouragement, and practical advice on their professional development.
- Help colleagues apply what they've learned in their day-to-day roles.

### LINE MANAGER CONTENT

- Lead the way for our line managers and give them the tools to be leaders and thought partners to their teams.
- Create and sustain a library of resources for Line Managers. These resources should enhance team days and promote best practises.

### LAUNCHING OUR “BETTER” AND “BEST” LEARNING EXPERIENCES

- Champion our virtual and face to face learning experiences and work with the Digital Learning Specialist and Brand Team on the Communications Plan for launch.
- Engage with teams across our business to ensure they know what is available to them and that they make space for their personal and professional growth.

### CULTURE & INCLUSIVITY

- Role model our values, and actively contribute to the development of our culture.
- Drive innovation to foster diversity and inclusivity across our virtual and face to face learning offer.
- Support our wider People Priorities to ensure DE&I, Great Place to Work and our champions understand how to use our tools and digital space for maximum impact.

## OUR IDEAL PERSON & THE ESSENTIALS WE'RE AFTER

- You will have a passion for learning: you're genuinely excited about helping others learn and grow. Seeing potential isn't just a buzzword for you - it's a way of life.
- L&D Lingual: You will know your Maister from your Cialdini, your Loehr from your De Bono – you know the classics and how to use them to inspire a change in behavior.
- Facilitation experience and a way with telling stories: Whether it's a small group or a large audience, you know how to create an engaging and impactful learning environment. You're adept at speaking in front of people and telling stories with experience in either facilitation or presenting.
- Experience in creating powerful content that inspires change: You know how to translate complex concepts into accessible content. PowerPoint slides? Sure. Interactive workshops? Absolutely.
- You have a consultative approach: You listen, understand, and tailor solutions. Your approach is collaborative, not prescriptive.

PEOPLE  
DEVELOPMENT  
L&D TRAINING  
SPECIALIST

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.

