

Trainer

Job Level	2b	Kornferry Function	
Directorate	Health and Care	Function/Service	Learning and Development
Direct Reports	Nil	Indirect Reports	Nil

Purpose	<p>The Health & Care Trainer will play a vital role to ensure that our people have the required skills, knowledge, confidence and capability to undertake regulated and non-regulated activities. The post holder will deliver specialist Health and Care courses using good practice learning principles to lead training sessions, facilitate learning in groups, provide coaching and feedback and assess learning against required standards of proficiency.</p> <p>Training delivery will be blended and include face-to-face practical training at different venues across the UK, virtual facilitation of training and other learning interventions.</p>		
Budgetary responsibility/ accountability	Nil	Accountability for other resources	Nil
Key Responsibilities (max 4 headings, with a max of 6 bullets per heading)	<p>Training and Assessing</p> <ul style="list-style-type: none"> • Responsible for delivering and assessing a variety of courses within Health & Care to nationally agreed standards. • Consistently provide high-quality training with a focus on the learners' experience, employing coaching techniques and models to support learners through a facilitative and empowering approach. This includes facilitating progress toward learning outcomes, using questioning techniques to encourage critical thinking, promoting self-discovery through guided reflection, and adapting to individual needs. • Assess practical training against standards by interpreting relevant organisational criteria through observation of learner performance to evaluate whether improvement is needed. Identify patterns, gaps, and areas for development, and deliver clear, constructive, and actionable feedback. Also, following referral process correctly, including communicating difficult messages and liaison with managers. • Work independently, using initiative, judgment, and discretion to make training delivery decisions—such as managing group dynamics and conducting dynamic risk assessments. Adapt methods or tools when needed without waiting for direction and effectively organise workload to meet deadlines and balance multiple task. • Work as part of the Health and Care L&D team, undertaking any other relevant duties within the scope of the role as required. Share ideas, resources, and improvements with the wider community of practice, and demonstrate a willingness to contribute to continuous improvement projects or initiatives that enhance the learning experience. • Mentor new trainers through role modelling best practice, providing guidance, support, sharing resources, peer observation and reflective practice as required. 		

	<p>Administration and maintenance</p> <ul style="list-style-type: none"> • Ensure all relevant administration is completed, including the accurate recording of assessments, training completion, and updates to IT system information, as required • To be responsible for the maintenance & cleanliness of all training resources, in accordance with national standards • Promote the completion of Health and Care Learning pathways and continued professional development, using digital coaching skills to support learners with access to learning systems when required. <p>Personal development</p> <ul style="list-style-type: none"> • To attend Health and Care L&D team meetings and development workshops, to maintain up to date knowledge of current legislation and developments in relation to Health and Care training • Maintain occupational competence in all key areas in accordance with national guidelines, for example Manual Handling train the trainer • Maintain competence using virtual facilitation software, such as MS Teams and Zoom <p><i>The responsibilities described are not a comprehensive list and additional tasks may be assigned from time to time that are in line with the level of the role.</i></p>
<p>Knowledge & Skills *Mark Essential with a * (max 6*) Desirable max 3</p>	<ul style="list-style-type: none"> • Presentation - structuring and communicating ideas, using visual aids and practical activities* • Ability to use systems and IT to deliver training, including virtual facilitation* • Knowledge of moving and assisting people* • Planning - self and time management* • Communication, listening, questioning and giving feedback* • Recognised trainer or teaching qualification, or willingness to undertake internal Train the Trainer
<p>Experience *Mark Essential with a * (max 6*) Desirable max 3</p>	<ul style="list-style-type: none"> • Experience or working within health and social care* • Experience of delivering training, including Moving and Assisting People* • Experience of assessing learners against standards* • Experience of delivering training or presentations to mixed ability groups • Experience of basic administration procedures
<p>Additional requirements</p>	<ul style="list-style-type: none"> • An ability and willingness to travel weekly throughout the UK, staying overnight as required • Full UK Driving License. The role may require visits to various locations, some of which are remote with no access to public transport, therefore you must have access to a vehicle which you are willing and able to use in conjunction with your duties • Ability to work evenings and weekends as required • Lone working

DBS- England & Wales	Adult/ Child/ Adult & Child Workforce/None	
PVG- Scotland	Adult/ Child/ Adult & Child/ None	
Access NI- Northern Ireland	Vulnerable Adult/ Child/ Vulnerable Adult & Child/None	
Driver Check	Yes/No	
<u>International Roles Only</u>		
International Police Check	Yes/No	
International Driving Licence for manual cars	Yes/No	

Role Reference		Review Date	
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We guarantee an interview to disabled candidates (as defined in the 2010 Equality Act), who meet the minimum shortlisting criteria in the advertised person specification and apply under the disability confident scheme.