

OFFICE VACANCY

National Training Manager

About Acute Training Solutions

Acute Training Solutions are one of the UK's most trusted healthcare training providers. We work with some of the largest healthcare providers, councils and NHS units in the country, training over 10,000 nurses, managers and healthcare workers every year.

About the training role

Due to our expanding customer portfolio and increased demand for professional development training within the Health and Social Care sector, we are seeking to recruit an established and experienced National Training Manager to join our close-knit team in Cardiff Bay.

Key responsibilities of the role include:

- Management of the trainers – including virtual and on-site observations and regular communication to advise of any course/venue changes, handling complaints, etc.
- Responsible for the development, maintenance, and compliance of course material.
- Continual quality assessment of trainers and training programmes.
- Registration and mentoring of new trainers.
- Organising and facilitating regular standardisation meetings with existing trainers.
- Delivering Health and Social Care training courses to our client base (virtually and face-to-face).
- Providing occasional out of hours “on call” service for trainers and clients.

Ideal candidate

- Experienced trainer with a proven track record in delivering a range of Health and Social Care topics.
- Proficient in IT systems such as Microsoft Office (PowerPoint, Outlook, SharePoint, Excel, Word etc.) together with virtual platforms, such as Zoom and MS Teams.
- Great people management skills.
- Highly motivated with the ability to work both independently and collaboratively within a team.
- Able to travel throughout the UK (including overnight journeys).
- Holds current DBS.
- Holds a clean UK driving license.
- Holds a recognised teaching qualification (minimum Lv3).
- Nursing/clinical background (desirable)

Salary

- £35,000 basic plus car allowance, based on experience.
- Full time - 37.5 hours per week

How to apply

If you have the necessary skills to become our National Training Manager, please email us at jobs@acutetrainingsolutions.co.uk to begin the recruitment process.