

Overview

In a world in which the nature of work, the workplace and workforce are transforming relentlessly, Carr Gomm is systematically and continuously responding and evolving to the changing environment in which we work. Our successful evolution is ultimately determined by the capability of our staff to be supported to be the best they can be. Organisational evolution is inextricably linked to the continual professional development of individuals and their career development.

As one of three service-based Learning and Development (L&D) Managers, you will be instrumental in understanding the learning needs and aspirations of our teams, co-designing a dynamic learning plan, and thereafter working flexibly to upskill colleagues within our L&D and career development strategies.

This is a dynamic role in which you will never settle for 'good enough' but will always aim to achieve more by prioritising effectively in an ever-changing environment to ensure that the organisation systematically provides relevant opportunities for workers to learn and develop. You will appreciate that there is always capacity to innovate and improve in the pursuit of a continuous learning environment that embraces aspiration whilst delivering tangible impacts in people's lives.

Responsibilities & Success Factors

Reporting to a senior manager, you will be responsible for leading Carr Gomm's Learning and Development activity within your geographic area of responsibility.

Success in this role includes:

- Co-designing a dynamic plan to ensure that all workers within your area of responsibility are appropriately inducted, trained and have opportunities for career development;
- Understanding the specific challenges, opportunities and obligations within different teams, and developing creative and innovative solutions to meet the evolving needs of teams;
- Contributing to the design and improvement of a range of learning interventions, including continual professional development and accredited learning opportunities;
- Working alongside administrative colleagues to ensure that learning sessions are planned and delivered to meet the needs of all workers;
- Facilitating a range of learning sessions for colleagues throughout your area of responsibility;
- Driving a culture of continuous learning and professional development;
- Applying adult learning theories to ensure employees get the best out of their development;
- Monitoring, assessing and reporting on the impact of learning and development tools and programmes within your area of responsibility; and
- Supporting managers develop their team members through career development.

This list is by no means exhaustive; rather it gives a flavour of the joy that can be achieved in this multi-faceted role. Travel may be required, assuming the environment is safe to do so.

What we are looking for...

Successful Learning and Development Managers come from different backgrounds and have a range of work and life experiences. All are creative and have a flair for engaging and inspiring people, whilst sharing our values of respect, interdependence, choice, control, openness and honesty, kindness, and compassion.

In our eyes, the best Learning and Development Managers are natural leaders who are passionate about helping people to learn and grow; they have excellent communication and people skills which they use to forge strong, productive relationships with stakeholders; and they have the capacity to design and deliver learning materials using a range of media to help colleagues understand and reach their potential.

We expect you to proactively plan and prioritise multiple learning initiatives, innovations and projects; ensuring that our materials are relevant and impactful. You will have experience of all aspects of learning and development, gained in a social care environment with the resilience and self-assurance to influence and inspire others. You will also engage with the external social care and L&D environment, keeping abreast of innovations and best practice. Professional qualifications are desirable, as is an ability to demonstrate experience of work which matches the requirements of this profile.

Your benefits will include:

- Annual Salary: £35,487.03- £40,288.55 per annum
- 35 days holiday per year, increasing to 40 days with length of service
- Enhanced maternity, paternity, adoption, and sick leave
- A Defined Contribution pension scheme, with incremental employer contributions
- Access to the Carr Gomm App: which includes free physiotherapy, health coaching and counselling
- Free Blue Light Card (giving access to thousands of discounts and promotions)
- Membership of a credit union
- Cycle to work scheme; and more!

We imagine that you will be engaged in the following activities...

- **Programme Design and Delivery**
 - Lead the development of an engaging induction and learning plan to meet the evolving needs of the support practitioners and managers within your geographic locality.
 - Facilitate the delivery of sufficient and appropriate induction and learning sessions to meet the requirements of support practitioners and managers.
 - Ensure all systems are in place and utilised to record the completion of all learning and continual professional development.
- **Programme Development**
 - Work alongside other L&D Managers and colleagues to review and develop all learning materials, programmes and tools within our suite of resources, including the continued development of online and multimedia resources.
 - Contribute to researching best practice and thereafter systematically incorporate this into our learning materials.
 - Maintain awareness of developments throughout the sector and beyond to ensure that Carr Gomm's organisational development is at the forefront of innovation and

creativity.

- Support managers to use Care Planner as the mechanism for defining the knowledge and skills required for workers to deliver positive impacts in different teams.

- **Career Development**

- Support managers to implement our Career Development and Progression Programme within their teams and to find creative solutions to new developmental suggestions.
- Where applicable, incorporate new developmental innovations into the mainstream learning and development programme of activities.

- **Management Reporting**

- Maintain an overview of progress towards achieving the dynamic induction and learning plan, providing specific management information reports to local managers as required.
- Liaise with central learning and development colleagues, when required, to ensure organisational management reporting information is accurate, valid and complete.
- Provide ad-hoc support and guidance to managers in using the L&D sections of CarePlanner and other information systems, including LearnPro.

- **Partnership Working**

- Promote a responsive, creative, committed and mutually supportive atmosphere within the team, and a culture in-line with our philosophy and values.
- Support the local management team to operate flexibly and responsively to changing requirements.
- Ensure all learning and development processes and procedures are documented, understood and fit-for-purpose.
- Contribute to organisational projects or innovations within the Strategic Plan as required.