**Children in Northern Ireland**

**Learning Development Officer**

**Person Specification**

Below we have listed a number of criteria that we would like the successful candidate to meet. We will only be interviewing candidates who meet all the essential criteria and demonstrate this clearly in their application forms.

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| **Factor** | **Essential Criteria / Competencies Required** | **Desirable Criteria** | **Method of Assessments** |
| **Qualifications and Experience** | NISCC recognised Professional Social Work qualification  5 years post qualification experience  5 years experience of education and training  Experience of designing and delivering both face to face and online training  Experience of developing e-learning materials | Training the Trainer Qualification  Practice Teaching Award | Only these applicants who state clearly on their application form that they have the required level of qualification / experience will be considered for interview |
| **Knowledge** | Knowledge of the contribution of Social Work / Care, Education and Training and current issues associated with them  Knowledge of Adult Learning and Supervision Theories  Knowledge of a range of methods in relation to learning, assessment, quality assurance and project management  Knowledge of current issues in the field of Health and Personal Social Services  Knowledge of effective learning and development methods e.g e-learning, coaching |  | Interview |
| **Skills** | Good verbal and written communication skills  Group facilitation skills  Organisational skills  Networking skills  Excellent interpersonal skills  Computing skills – Microsoft Offices packages, email, Zoom etc  Ability to analyse learning from research and evidence and to integrate best practice into training  Current full driving licence (valid for use in the UK) Access to a car on appointment\*  *\*This criteria will be waived in the case of applicants whose disability prohibits driving but have access to a form of transport approved by CiNI which will permit them to carry out the duties of the post* |  | Interview and Presentation |

Appointments are subject to verification of appropriate qualifications and registration with NISCC.