



TRINITY HEALTH POSITION DESCRIPTION

Job Code:	T2565	Title:	Senior Learning Experience Design Consultant
Date:	July, 2020	Department:	Organization Effectiveness Operations
FLSA:	Exempt	Reports To:	Manager, Learning Experience Design
Grade:	15	Approved By:	SVP, Organization Effectiveness

POSITION PURPOSE

The Senior Learning Experience Design Consultant plays a key role in the Organization Effectiveness Operations department by supporting the learning and development needs of talent across the organization to help impact business outcomes.

This position consults with Trinity Health leadership, learning partners and stakeholders organization-wide to assess and define performance gaps and learning and development needs, and identifies and recommends optimal learning and development solutions to support organizational strategic plans; leadership and talent development; systems learning and development including training and other development services; and system-wide implementations.

ESSENTIAL FUNCTIONS

1. Knows, understands, incorporates and demonstrates the Mission, Vision, and Core Values of Trinity Health in practices and decisions.
2. Applies deep knowledge of leadership development, consulting, adult learning theory and instructional design to align learning strategies with organizational strategic plans and business outcomes.
3. Designs learning and development strategies and action plans for system-wide projects, programs, training needs, and implementations.
4. Leads system-wide and cross-functional teams and projects for learning initiatives.
5. Works as an individual contributor, as part of a team or as a team lead to conduct needs analyses and assessments and to design, develop, implement, evaluate, and maintain learning materials and curricula.
6. Researches, curates and selects learning materials to secure factual and/or technical information to develop learning and development content. Makes purchase recommendations based on professional judgment regarding the ability of the content/training to change behavior and improve organizational outcomes.

7. Serves as learning lead/project manager on work contracted to instructional design and other learning and development firms.
8. Develops appropriate learning and development experiences, including web-based, classroom, self-paced, and/or on-the-job experiences, based on sound adult learning principles. Develops facilitator and participant manuals, job-aids, visual aids, etc., as needed.
9. Collaborates with facilitators/trainers when designing and creating learning materials and experiences.
10. Designs all learning materials and experiences with how they will be evaluated in mind. Collects evaluation data. Contributes to the measurement of the success of learning and development by applying measurement and evaluation methodologies.
11. Identify strategies for delivering and communicating learning and development solutions to a diverse population of colleagues.
12. Facilitates meetings and delivers training to various audiences in various venues. May train trainers, coach managers and lead discussion groups.
13. Participates in professional organizations and industry forums to stay current with instructional design methodologies and technologies.
14. Mentors Learning Experience Designers and other talent, and coaches subject matter experts on how to develop instructionally-sound learning.
15. Demonstrates ability to establish and maintain collaborative, cross-functional relationships at multiple levels.
16. Demonstrates capacity to work in a fast-paced and changing environment with multiple priorities that need to be effectively managed.
17. Adheres to established protocols/standards in the development of sound adult learning experiences. Where none exist, works collaboratively with peers to create standards that will be commonly used.
12. Maintains a working knowledge of applicable Federal, State and local laws and regulations, Trinity Health Corporate Integrity Program, Code of Ethics, as well as other policies and procedures in order to ensure adherence in a manner that reflects honest, ethical and professional behavior.

MINIMUM QUALIFICATIONS

1. Instructional Design/Technology expertise normally obtained through the completion of a Master's program in Training and Development, Instructional Design, Industrial Psychology or Organizational Development and a minimum of seven (7) years of experience in Instructional Design/Technology and Training and Development.
2. Knowledge of current and emerging learning theories, learning trends and technologies.
3. Exceptional presentation, written and oral communication skills.

4. Strong project management and consulting skills on large projects with multiple deliverables and cross-functional team members.
5. Ability to work independently, on a team, and as a lead.
6. Ability to manage multiple projects and meet associated deadlines.
7. Ability to facilitate meetings and training.
8. Ability to be flexible in a fast pace-environment.
9. Ability to identify opportunities for simplification and efficiency.
10. Ability to leverage the capabilities of Learning Management Systems and other learning platforms.
11. Ability to work and interact with a wide range of colleagues, directors and leaders.
12. Must exhibit tact and diplomacy in developing and maintaining positive working relationships. Professional demeanor required.
13. Must possess a personal presence that is characterized by a sense of honesty, integrity and caring with the ability to inspire and motivate others to promote the philosophy, Mission, Vision, Core Values and goals of Trinity Health.

PHYSICAL AND MENTAL REQUIREMENTS AND WORKING CONDITIONS

1. Must be able to adapt to frequently changing work priorities.
2. Must be able to travel to the various Trinity Health sites [Up to 35% of the time - May vary pending base location and assignments].