

## Senior Training Advisor

<b>Location:</b>	Hurstpierpoint, West Sussex, UK	<b>Contract Duration:</b>	Permanent
<b>Full / Part Time:</b>	Full time	<b>Reports to:</b>	Managing Director
<b>Salary:</b>	£40,000	<b>Start Date:</b>	As soon as possible
<b>Hours:</b>	37.5 hours per week	<b>Closing Date:</b>	10 <sup>th</sup> July, 2017

### About the company

ILS was founded in 2010 to support aid agencies that work in challenging and hostile environments. Today we offer a range of different security training and risk advisory services designed to keep aid workers, journalists and students safe when they travel overseas.

We pride ourselves on our outstanding reputation. We have developed this by taking the time to understand our clients and tailor our services to their need, consistently striving to support in new and innovative ways.

We are a small, dynamic and close knit team of professionals servicing a broad range of organisations across the development, humanitarian, human rights, media and education sectors.

**OUR MISSION:** ILS is committed to the safety and security of professionals working overseas through the delivery of advice, support and training.

**WHAT WE DO:** We deliver robust, comprehensive and innovative solutions to security risk management challenges worldwide.

**OUR VALUES:** We are driven by the values of humanitarianism, respect, compassion and creativity.

### About the Position

The design and delivery of training programmes, both in the UK and overseas, represents a significant proportion of our work. We are seeking a motivated and talented Senior Training Advisor with strong interpersonal skills and an entrepreneurial approach to oversee the delivery of the training portfolio.

The job holder will be an experienced learning professional that is confident to work cross culturally. The job requires the post holder to enhance an already successful learning programme, and work to develop and successfully deliver a range of new and innovative courses.

The post holder will work alongside our team of security officers and risk advisors, from whom you will be able to draw technical safety and security knowledge where required. You will work as part of a dynamic, highly respected team, providing services to a wide variety of development, relief, human rights, media and education clients.

## **Requirements**

- Training of trainers for adult learning (or equivalent) qualification
- Experience in training and facilitation including assessing learning needs, design of curriculum, evaluation of learning events and assessment of learning outcomes
- Extensive experience (minimum 3 years) of training on a range of topics with a culturally diverse audience.
- Experience of working in insecure environments, preferably with security management responsibilities.
- Experience in assessing other trainers as well as evaluating training programmes and assessing learning impact
- Experience of working in the Humanitarian, Development or Education sector
- Solid project management experience and knowledge including experience of event management.
- Outstanding communication skills.
- Customer service focus and entrepreneurial attitude.
- A high level of IT literacy

## **Advantageous**

- French or Arabic language skills

## **Personal Attributes**

- Excellent interpersonal skills with the ability to communicate complex information to a range of levels, abilities and ethnic origins
- A creative approach and an ability to design and deliver engaging and stimulating training on sometimes difficult subjects
- Able to demonstrate cultural and gender sensitivity
- A strong team player, self motivated and able to organize own workload over multiple projects simultaneously.
- Willing to work flexibly as part of a small, close team.
- Willing to undertake travel to sometimes high risk locations

## **Recruitment Process**

If you would like to apply for this role, please send your CV with a covering email to [info@locationsafety.com](mailto:info@locationsafety.com). Please title your email with your name and 'Senior Training Advisor'.

Only those candidates that have been shortlisted will be contacted and invited to an interview.

If you have any questions regarding the role or the recruitment process please contact [info@locationsafety.com](mailto:info@locationsafety.com)