

Role Profile Template (Internal Use)

Job Title

Initial Training - Trainer (PC)

Department

Learning & Development - People & Culture

Reports To

Initial Training Sgt

Role Purpose

The post exists to support the achievement of Force-wide Initial training packages through the design and delivery of training.

Key Responsibilities

PRINCIPAL ACCOUNTABILITIES:

- Preparation and delivery a variety of training programmes, as directed by the Initial Training Sgts, to ensure Force-wide training objectives are met. Including but not limited to:
 - Delivery of Initial training including Initial PC Training pathways, Special Constable Initial Training, Transferee packages
 - Delivery of first aid training and Track safety training
- Delegate assessment as determined by the training course design.
- Evaluation of all training personally delivered.
- Maintaining personal operational skills and qualifications by participating in front-line operations as and when directed to do so.
- Maintain relationships and work with external training agencies where required
- Maintain occupational competence as a constable
- Travel and overnight stays may be required.
- Any other L&D activities or projects that are identified as commensurate to the role.

DECISION MAKING:

The post holder will be tasked by the Initial Training Sgt to deliver Initial training courses and where necessary to occasionally design training.

CONTACT WITH OTHERS:

Internal

The role will involve regular contact with BTP Officers and staff for the purpose of delivering training.

External

The role may involve occasional contact with external training facilities and trainers for the purpose of organising and running training.

Person Specification

Skills, experience, and qualifications required.

• Essential:

- Substantive in the rank of Constable (confirmed in rank).

Qualifications and Training:

- Preparing to Teach in the Lifelong Learning Sector (PTLLS) qualification or equivalent nationally recognised Training qualification
- Up to date mandatory training record

Experience:

- Experience in the delivery of training
- Experience of working in an operational or L&D role within a police environment

Skills:

- Ability to carry out Training Needs Analysis, training design and evaluation
- Good Facilitation skills
- Good Presentation skills

Knowledge:

- Good knowledge of best practice within Learning and Development, both in theory and in practice

Desirable:

- A1 Assessor qualification (or equivalent qualification)
- Certificate to Teach in the Lifelong Learning Sector (CTLLS) qualification or equivalent nationally recognised Training qualification.

Additional Information

Police Officers in the role may be deployed to front-line duties if organisational needs dictate

