

Training Specialist/ Field Trainer

Posting Start Date: 9/3/2019 Posting End Date: 9/16/2019

If you are interested in applying for this position, please submit a cover letter and resume to **Jennifer Rossell via email: JRossell@cnswfl.org**. This position reports to the Supervisor of Training.

Resumes must be received by end of business on Monday, September 16, 2019

*Children's Network of Southwest Florida, LLC does not discriminate on the basis of race, national origin, gender, religion, veteran status, or disability in employment, in provision of services, or in access to programs.

*Children's Network of Southwest Florida is an Equal Opportunity Employer, Drug Free Workplace.

*Children's Network is an E-Verify Participant; Pre-Hire background checks are mandatory.

MINIMUM REQUIREMENTS

Education / Experience / Certification

- ◆ A Master's or bachelor's degree from an accredited college or university
- ◆ Florida Child Welfare Certification -Current or Previous (Case Management, Licensing, or Investigations)
- ◆ Minimum two (2) years' experience directly in Child Welfare Protective Investigations or Case Management
- ◆ Facilitation skills in adult learning preferred
- ◆ Some travel required
- ◆ Must be proficient in Microsoft Office Application and FSFN

General Purpose of Position (Full job description will be provided upon interview)

The purpose of this job is to participate in the design, development, implementation and coordination of the training system for the Children's Network. Conduct training sessions and evaluation. Assist in the development of systems to assure transfer of learning and specialized instructional and training duties covering many facets of social work/child welfare practice.

Essential Duties and Responsibilities

- ◆ Participate in planning, developing, training, implementing and coordinating staff development program designed to enhance effectiveness for direct service professionals in foster care, adoption, family preservation units and lead agency staff.
- ◆ Design curricula using Multiple Intelligence methods for required training for Children's Network.
- ◆ Implement and coordinate required training.
- ◆ Coordinate and schedule training programs; facilitate participant selection; facilitate meeting logistics.
- ◆ Design and gather educational outcome data.
- ◆ Prepare teaching materials; adapt instructional material from professional and educational sources for use of staff receiving on-the-job training; research and review informational materials concerning best practices, new training methods and techniques.
- ◆ Track employee training progress and session evaluations.
- ◆ Serve as an evaluator for child welfare certification.
- ◆ Monitor training cohort progress, identify training needs, and provide individualized on-the-job training.

If you are currently an employee of Children's Network of Southwest Florida, LLC, or one of our Case Management Organizations, it is necessary that you notify your current Supervisor, prior to applying