

St. Francis Hospital is seeking a Learning & Development Specialist

This position facilitates, develops and delivers learning solutions using appropriate training methods to support the hospital's operational needs through the delivery of staff and leadership education programs. The Learning & Development Specialist designs instructional products, materials and programs utilizing a variety of learning platforms (e.g., traditional instructor-led training, e-learning, job aids, paper-based or electronic manuals to produce optimum learning for staff development and performance improvement.

Key Responsibilities

- Plans, organizes, develops and facilitates educational programs for supervisors and staff throughout the hospital. (e.g. patient/customer service, communication, conflict management, motivation, planning/monitoring, supervision, etc.)
- Develops and implements efficient and effective learning/performance solutions, and evaluation tools which support enterprise initiatives.
- Utilizes multimedia technology, eLearning authoring tools, and electronic performance support tools to develop instructional materials for customized training courses.
- Partners with subject matter experts in curriculum development, course design and material creation to develop and implement learning solutions that will improve business performance, and increase results at the departmental and organizational levels.
- Ensures course material is current, accurate, engaging, informative, and consistent with sound instructional design principles.
- Assesses learning requirements with managers and human resources professionals, and develops integrated training programs with clear prerequisites and progression tracks.
- Evaluates the impact of educational programs to propose and implement appropriate revisions that continually improve learning services.
- Stays abreast of advances in the fields of training, learning, technology, and human performance improvement to integrate cutting edge ideas and materials within the hospital's learning strategies.

Qualifications

Bachelor's degree in Adult Education, Human Resources, Business or a related field, along with 3-5 years professional experience in the field of training, management development, instructional design, and/or human resources. Experience in curriculum development required with an emphasis on instructor-led and web-based training using instructional design methods. Masters degree preferred.

- Strong verbal, written communication and presentation skills with a variety of audiences; effective project management skills.
- Solid knowledge of instructional design principles, instructional technologies, and adult learning principles is required.
- Strong knowledge of desktop publishing and course authoring tools required such as Captivate, Flash or Adobe.

We offer competitive salaries and comprehensive benefits. Apply online at: www.stfrancisheartcenter.com or send resume to: St. Francis Hospital, Attn: HR Dept., 100 Port Washington Blvd., Roslyn, NY 11576. Fax: (516) 705-6608. EOE.