

Campden BRI (Chipping Campden) Limited

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Campden BRI (Nutfield)

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Job Profile

Digital Learning Strategy Project Manager (12-month fixed term contract) Training Department

For enquiries concerning this job, please contact:

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Campden BRI provides scientific, technical, and legislative support to the food, drinks and allied industries worldwide. The practical application of technical excellence lies at the heart of all that we do and is supported by our industry-leading facilities, expertise and knowledge.

From analysis and testing and operational support to knowledge management, all our activities are built on an extensive programme of research and innovation steered by industry to ensure maximum commercial relevance.

We provide services to companies all along the supply chain, but offer discounts, access to expert advice and other benefits for those that come into membership. Many of our clients are major blue-chip companies and household names.

Locations

The Campden BRI Group operates from three sites in the UK and a fourth in Hungary. The role as advertised will be based at the Chipping Campden site but could require from time to time travel to other Group sites.

The site in Chipping Campden employs 300 full or part-time staff. A further 50 staff are employed at the site at Nutfield, Surrey and 20 staff are employed at our site in Budapest, Hungary. We also have a Consumer Test Centre in Leamington Spa.

Department

The Membership & Training Department is part of the Sales & Marketing Division and is divided into two separate sections, Membership and Training.

Campden BRI offers a wide range of training events to the food, drink and allied industries, held at Chipping Campden (in purpose-built training rooms) and at clients' sites both in the UK and overseas. The trainers are drawn from the other Campden BRI Departments, specialists from the industry and a small number of sub-contracted trainers.

Duties and responsibilities:

- Project managing the selection and implementation of a Learning Management System aimed primarily at an external audience (in conjunction with an independent LMS consultant). 15%
- Working with subject matter experts to conduct content and audit assets of subject areas; identifying delivery formats for digitising content, using a blended learning model to provide learning and engaging experiences with demonstrable benefits. 15%
- Using instructional design skills to design user experiences and learning materials using creative technologies ready for content build. 15%
- Working with stakeholders to develop an effective pricing model and marketing strategy. 15%
- Providing critical review of all processes and content to ensure requirements are end user focussed. 10%
- Developing and maintaining quality assurance procedures to ensure content is relevant, up to date and meets client's expectations. 10%
- Identify staff resourcing requirements and recruitment to support ongoing development and creation of content for the learning hub. 5%
- The identification and provision of staff training needs, to enable effective inhouse development and creation of eLearning content. 5%
- Selection and implementation of appropriate authoring tools to ensure a high standard of digital learning content is produced, creating guidance on tools and processes. 5%
- Using data analytics to inform content development and optimal engagement by users. 5%

Qualifications and competencies

- Ideally educated to degree level with wide experience of digital learning field and technologies.
- Experience of digital learning strategy implementation and associated implementation of LMS, authoring tools and resourcing.
- Demonstrable knowledge of learning and development and instructional design of eLearning content; ideally with experience from a training provider perspective.
- Proven project management skills, working with internal and external stakeholders and working within budgets.
- Experience of developing quality assurance processes.
- Ability to communicate effectively at all levels, working collaboratively with stakeholders and subject matter experts.
- Ability to influence staff outside of line management structure.
- Highly organised with an ability to work to deadlines and under pressure, maintaining attention to detail.
- Ability to spot business development opportunities and to follow them through
- Ideally with experience of the food and drink industry and/or science & technology sector but not essential
- Self-starter, motivated and resilient
- Confident and able to “think on feet”
- Able to apply critical thinking to analyse a problem and develop the best solution.
- Aptitude for technology and ability to autonomously learn new tools quickly.

Pay and benefits

Salary:	Guide £30,000 - £40,000pa depending upon experience 12-month fixed term contract
Grade:	G3
Holidays:	24 days plus public holidays and a buying/selling holiday scheme .
Pension scheme:	Campden BRI operates a pension scheme
Training:	Campden BRI is committed to ensure all staff receives appropriate training to support their job function and business needs.
Health:	Campden BRI operates a ‘permanent health scheme’ if you are unable to continue work for health reasons and a ‘death in service’ scheme.
Others:	Other benefits include subsidised restaurant/vending machine and parking on site.

Further Information

If further information is required, please visit our website www.campdenbri.co.uk