

Trainer

| | | | |
|--------------------|-------------------------------|--------------------------|--------------------|
| Job Level | 2b | Job reference No. | |
| | | Role review date | 2022 |
| Directorate | Finance and Social Enterprise | Service/Function | Red Cross Training |
| Reports to | Training Team Leader | | |

Scale and scope of role

| | | | |
|--|------|---|------|
| Direct reports | None | Indirect reports | None |
| Budgetary responsibility / accountability | None | Accountability for other resources | None |

Context

We help anyone, anywhere in the UK and around the world, to get the support they need if crisis strikes: connecting human kindness with human crisis.

We enable vulnerable people in the UK and abroad prepare for and withstand emergencies in their own communities. And when the crisis is over, we help them to recover and move on with their lives.

We are part of the Red Cross and Red Crescent global humanitarian network.

At the British Red Cross, we are looking for the right people to help us provide support to millions of people affected by crisis in the UK. We want our team to reflect the diversity of the communities we serve, offering equal opportunities to everyone, regardless of, age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation. Diversity is something we celebrate and we want you to be able to bring your authentic-self to the Red Cross. We want you to feel that you are in an inclusive environment, and a great position to help us spread the power of kindness” I

Our Values and Principles

Our values (compassionate, courageous, inclusive and dynamic) underpin everything we do. As a member of the Red Cross and Red Crescent Movement, the British Red Cross is committed to, and bound by, its **fundamental principles**: humanity, impartiality, neutrality, independence, voluntary service, unity, and universality.

Purpose of the role

This role enables you to teach lifesaving skills to our customers through interactive, practical, and engaging training sessions.

Main responsibilities

- Deliver a variety of courses to nationally agreed standards at several venues, within your area of responsibility
- Provide consistently high-quality training with a focus on the customers' learning experience
- Work independently and as part of a team using own initiative
- Ensure all relevant administration and IT system information is completed and processed as required
- To be responsible for the maintenance & cleanliness of all training resources, in accordance with national standards
- To attend RCT team meetings and development workshops, to maintain up to date knowledge of current legislation and developments in relation to first aid training
- This role directly contributes to our external accreditation and supports our ISO 2015 status

Team Member:

- Actively participates in all team meetings.
- Supports other team members.
- Work and behaves in accordance with all BRC policies and procedures.
- Upholds the fundamental principles of the Red Cross and acts with integrity, in accordance with the Society's values (inclusive, compassionate, courageous and dynamic).

Pre- engagement checks

Criminal Records

Type of criminal record checks required for this role

| |
|--|
| England and Wales - Disclosure and Baring Service Check (DBS) |
| > Enhanced - Child and Adult Workforce |
| Scotland |
| > Protecting Vulnerable Groups (PVG) – Adult & Child |
| Northern Ireland |
| > ACCESS_NI - Enhanced Vulnerable Adults |
| > ACCESS_NI - Enhanced Vulnerable Adults and Children |

Drivers Checks

| |
|--|
| > Required: Yes (baring Central London) |
|--|

Person Specification

| | | Requirement | Evidenced obtained through Shortlisting (S) Interview (I) or Assessment (A) | | |
|--------------------------------|-----------|---|---|---|--|
| Knowledge and Skills | Essential | <ul style="list-style-type: none"> Ability to use systems and IT to deliver training Excellent communication skills Excellent Presentation skills Problem solving skills Planning - self and time management skills Provide excellent customer service and interpersonal skills | S | I | |
| | Desirable | <ul style="list-style-type: none"> Recognised Trainer or Teaching qualification | | I | |
| Experience | Essential | To have a proven track record in providing excellent customer service | S | | |
| | Desirable | <ul style="list-style-type: none"> Experience of delivering training or presentations to mixed ability groups Experience of basic administration procedures Lone working | | I | |
| Behaviours | | <ul style="list-style-type: none"> EMBRACING AND LEADING CHANGE Level 1 SEEKING INSIGHT Level 1 COMMUNICATING AND INFLUENCING Level 1 MANAGING PERSONAL IMPACT Level 1 | | | |
| Additional requirements | Essential | <ul style="list-style-type: none"> Ensures inclusive practice and promotes diversity Is able to cover evenings and weekend delivery as required Full UK driving license (Barring London) | | I | |
| | Desirable | <ul style="list-style-type: none"> Lone working | | | |

We guarantee an interview to disabled candidates (as defined in the 2010 Equality Act) who meet the minimum shortlisting criteria in the advertised person specification and apply under the disability confident scheme.