

## Senior Trainer/Consultant

Department: School of Social Work - Center for Families

Schedule: Full-time, regular with benefits

Shift: Day shift

Hours: Department Specific

Exempt/Non-Exempt: Exempt

Job Details: 

- **Position will require Nation Wide travel approximately 30%.**

The Lead Training Specialist is responsible for all functions related to training and program management that supports child welfare training programs that aim to train professionals and improve their skills and knowledge. The position ensures full facilitation, conceptualization, development, and implementation of training. As a training subject matter expert, this position identifies key trainings to implement, designs the most complex curricula, evaluates, and develops tools to better assess training. The position leads assignments including planning, executing, and status reporting of significant initiatives in multiple implementation settings across the country and provides guidance and content expertise specific to implementing child welfare best practice. The Lead Training Specialist also guides and mentors less experienced training staff in developing training and assessing its effectiveness.

The Lead Training Specialist will work for the National Center for Evidenced-Based Practice in Child Welfare (NCEBCW) at the University of Maryland, Baltimore School of Social Work. The National Center for Evidenced-Based Practice in Child Welfare aims to build the capacity of the child welfare workforce, mental health providers and agency leadership from both systems to implement trauma informed evidence-based services through training, coaching and targeted technical assistance in select jurisdictions. The goal of the National Center is to implement an integrated workforce competency model that is designed to improve mental health outcomes for child welfare involved children and youth. The Center will engage in the design, delivery and dissemination of specialized training, clinical consultation and technical assistance to local child welfare and mental health services' providers based on established evidence-based treatment protocols designed to enhance transfer of learning and implementation efforts.

### **ESSENTIAL FUNCTIONS:**

- Responsible for leading the development and execution of training, coaching and transfer of learning activities for the Partnering for Success model. In consultation with state partners, upper management, and/or Principal Investigator, identifies future training needs and strategizes development of training through implementation and evaluation.
- Present and facilitate child welfare Partnering for Success training programs which apply adult learning concepts, effectively engage participants of varying learning needs and foster learning and implementation of best practice in the field.
- Leads the development of curricula based on implementation science and adult learning principles.
- Leads the development and design of training aids such as handouts/workbooks, PowerPoint presentations, online training, and evaluation/self-test using adult learning principles. Responsible for continuously evaluating effectiveness of training materials and revising as needed.
- Compiles, analyzes, and interprets training data. Assists and plans complex needs

- assessments to ensure curricula is aligned with organization and state needs.
- Establishes relationships and collaborates with state and local agency partners to assess and develop implementation, training and technical assistance plans to ensure policy is effectively translated into practice. Interfaces with site implementation teams and workgroups and serves as the NCEBCW representative for on-going meetings and collaborative efforts.
- Develops, recommends, modifies and implements policies and procedures and/or methods of technical assistance to meet changing needs and requirements and enforces standards.
- Provides input on the acquisition and implementation of services offered by outside vendors for use in effective training.
- Performs day-to-day operational duties such as: monitoring training costs; training and guiding interns and/or other less experienced training staff; participating in field visits; and responding to requests and questions from internal and external stakeholders.
- Performs other related duties as assigned.

#### **MINIMUM QUALIFICATIONS:**

**Education:** Bachelor's degree in Social Services, Social Work, Human Services, Training, Human Resources, Public/Business Administration, Communications, or discipline appropriate to training being conducted.

**Preferred Education:** Master's degree in Social Work and LCSW-C licensure.

**Experience:** Five (5) years' experience in the field of child welfare: three (3) years in implementing child welfare program improvement/practice model strategies and training experience with expertise in adult learning theory.

**Preferred Experience:** Preferred experience in a leadership role or serving as a collaborative member of a state or community partnership.

#### **KNOWLEDGE, SKILLS, AND ABILITIES:**

- Possesses a knowledge of position requirements and able to perform position in compliance with all requirements/regulations/laws. Knowledge of the child welfare, family-centered practice values, phases and components with a commitment to family-driven, youth-guided philosophy and cultural and linguistic competence. Knowledge of family centered values, organizing principles, and overall implementation factors. Knowledge about systems structures and systems financing related to the implementation of a practice model. Ability to design curricula and preparation of technical assistance processes.
- Ability to maintain high standards with the work being performed and maintain awareness with trends and influences. Ability to learn new information and apply it to development programs to ensure that training schemes are up to date and useful. Capacity to exercise initiative, resourcefulness, and sound judgment with an ability to solve problems and make informed decisions. Ability to take a lead role in performing and directing various advanced, routine, and maintenance procedures. Ability to perform independent projects and to serve as a consultant in area of technical specialty.
- Assumes personal responsibility for all outcomes; makes effective and timely decisions; and learns how to effectively use technology. Maintains productivity and uses knowledge strategies to increase knowledge base. Ability to prioritize and meet deadlines. Strong critical thinking skills aid in assessing the strengths and

weaknesses of approaches to problems and the viability of various solutions, and in helping trainees develop these skills themselves to get the most out of their experience. Skill in analyzing complex topics, policies, and procedures in order to prepare detailed summaries.

- Ability to effectively communicate both verbal and written thoughts, ideas, and facts. Writes and presents information in a clear and concise way. Interprets and understands written information and is able to listen attentively to verbal and non-verbal cues that lead to a deeper understanding. Possess excellent training and group facilitation skills.
- Ability to work cooperatively with others and demonstrates professional, ethical, respectful, and courteous behavior when interacting with others. Capable of interacting pleasantly and positively with other to meet customer expectations, and provide follow up with customers.
- Proficiency with personal computers, Publisher, Word, Excel, PowerPoint, and other graphics software.

**Hiring Range:** Commensurate with education and experience

**Closing Deadline:** Open Until Filled

**Original Posting Date:** 5/22/2015

**Repost Date:** 7/24/2015

If accommodations are needed, contact Staffing & Career Services at 410-706-7171, Monday – Friday, 8:30am – 4:30pm EST. Maryland Relay can be accessed by dialing 711 (in-state) or 1-800-735-2258.

Equal Opportunity/Affirmative Action Employer. Minorities, women, protected veterans, and individuals with disabilities are encouraged to apply.

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We are currently recruiting for a Senior Trainer, position preferably based in Baltimore but would consider off-site telecommuting, to work in multiple jurisdictions providing training, consultation and technical assistance to sites that the Center is partnering with. We are engaged with New York City, Maine and Oklahoma and will be issuing Request for Proposals to work with an additional 4 sites in the next 3 years. Position requires nationwide travel approximately 30% of the time. For a full job description and application procedure, please visit

[https://www.healthcaresource.com/umbaltimore/index.cfm?fuseaction=search.jobDetails&template=disp\\_job\\_details.cfm&cJobId=100514](https://www.healthcaresource.com/umbaltimore/index.cfm?fuseaction=search.jobDetails&template=disp_job_details.cfm&cJobId=100514)