

Kent County Council

Job Description: Learning Solutions Developer - OCP

Directorate:	Deputy Chief Executive's Department
Unit/Section:	HROD – Learning & Development Oracle Cloud Programme (OCP)
Grade:	KR9
Responsible to:	Business Learning and Development Advisor

Purpose of the Job:

To develop and deliver a range of learning and development services and interventions including training and e-learning to stakeholders across KCC, specifically the training and development for the Oracle Cloud Programme.

Main duties and responsibilities:

- Design and deliver blended learning solutions which encompass a range of delivery methods including e-learning, webinar and face to face delivery
- Develop, maintain and procure learning resources for Kent County Council and our customers
- Maintain relevant systems including the Learning Management System and Oracle
- Ensure that thorough evaluation of learning interventions takes place, and that this contributes to continuous improvement
- Be the recognised expert of e-learning and training solutions and share any good practice across the team
- Develop and maintain up to date knowledge of learning technologies and training practice and share this with the wider team as appropriate
- As part of the HR & OD department and Oracle Cloud Programme, contribute to other projects and priorities as required

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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Person Specification: Learning Solutions Developer - OCP

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none"> ▪ NVQ 4 or equivalent, working towards or willing to work towards a full professional qualification in a relevant field
EXPERIENCE	<ul style="list-style-type: none"> ▪ Relevant experience of developing training/e-learning solutions or experience of high-level use of HR/Finance/Procurement systems ▪ Working in a learning and development, HR, Payroll, Finance, or Procurement team ▪ Working with external providers
SKILLS AND ABILITIES	<ul style="list-style-type: none"> ▪ Presentation and communication skills ▪ ICT skills ▪ Persuasion and influencing skills ▪ Negotiating skills ▪ Confidence dealing with learners, suppliers and customers ▪ Research and data management skills ▪ Ability to analyse and report on data
KNOWLEDGE	<ul style="list-style-type: none"> ▪ Knowledge of e-learning solutions and tools or HR/Finance/Procurement systems and processes ▪ Good knowledge of learning skills / styles ▪ Good working knowledge of e-learning technology ▪ Procurement process awareness ▪ Good awareness of Equality, Diversity and Inclusion
KENT VALUES AND CULTURAL ATTRIBUTES	<p>Kent Values:</p> <ul style="list-style-type: none"> ▪ We are brave. We do the right thing, we accept and offer challenge ▪ We are curious to innovate and improve ▪ We are compassionate, understanding and respectful to all ▪ We are strong together by sharing knowledge ▪ We are all responsible for the difference we make <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want</p>

	<p>people that are flexible and agile</p> <p>Curious - constantly learning and evolving</p> <p>Compassionate and Inclusive - compassionate, understanding and respectful to all</p> <p>Working Together - building and delivering for the best interests of Kent</p> <p>Empowering - Our people take accountability for their decisions and actions</p> <p>Externally Focused - Residents, families and communities at the heart of decision making</p>
BEHAVIOURS	<ul style="list-style-type: none">▪ Good team player▪ Enthusiastic and positive▪ Flexible▪ Self-motivated▪ Commitment to equality