



Learning & Development Manager

Date: 07/03/2020

Location: San Diego County

POSITION SUMMARY:

In this role you will get to utilize your expertise, creativity, and innovation to create unique training programs to drive our organization forward. If you enjoy the challenge of a clean slate ready for your personal touch this is the one for you! We are a growing company focused on continued learning and having fun while we do it, and are looking to add the right member to our team to drive this mission.

This position will enhance the competencies of both individuals and teams by designing and conducting training programs that will boost workplace performance in alignment with Soapy Joe's core values. You will be responsible for performing training needs assessments, designing and delivering curriculum and learning materials and for managing all phases of training interventions.

WHY SOAPY JOE'S?

We're not just a car wash, we're driven to clean cars, protect the environment and shine in our communities. We are invested in creating opportunities, inspiring development, and bringing dynamic servant-leaders into our company that will take care of our team and our members. If you love to win, care about people, and you're not afraid to roll up your sleeves and get to work, you will be in great company with us. Culture is vital to our success and we are looking for new team members that connect to our values and want to see our culture thrive.

Our core values are:

- **Build community:** we love our neighbors and create an atmosphere where everyone is welcome
- **Lead with heart:** we create trust and respect through listening, positive words and actions
- **Create fans:** we impress customers with a great experience defined by positivity and helpfulness
- **Do the right thing:** we operate with honesty and integrity – even when no one's looking
- **Be proud:** we're proud of our quality services and clean sites, but most of all, we're proud of our team
- **Have fun:** we believe creative solutions and genuine connections happen when you're having fun
- **Keep learning:** we take learning as seriously as we take having fun, which means we do it all the time!

If these values resonate with you and you would like to be a part of this team keep reading!

Apply Online Now to Join Our Team! <https://soapyjoescarwash.com/careers/>

Equal Opportunity Employer (EOE)

WHAT YOU'LL DO:

- ✓ Confer with management to gain knowledge of work situations requiring training and to better understand changes in policies, procedures, regulations, business initiatives and technologies
- ✓ Identify training needs by evaluating strengths and weaknesses
- ✓ Translate requirements into trainings that will groom team members for the next step of their career path
- ✓ Research and source leadership development content
- ✓ Create course content, design presentations and participant materials
- ✓ Source, create and deliver all compliance related training content
- ✓ Deliver leadership and other professional development training to team members of a variety of levels and functions
- ✓ Build annual training program and prepare teaching plans
- ✓ Develop or oversee the production of classroom handouts, instructional materials, aids and manuals
- ✓ Assess training effectiveness to ensure incorporation of taught skills and techniques into team members work behavior
- ✓ Apply Adult Learning theory and instructional design for different delivery methods (instructor-led, virtual classroom, eLearning, other)
- ✓ Stay abreast of the new trends and tools in team member development
- ✓ Perform some administrative tasks such as monitoring costs, scheduling classes, setting up systems and equipment, and coordinating enrollment/registration

WHAT YOU'LL NEED:

- ✓ Bachelor's degree in Business, Education, Training or HR related field
- ✓ A minimum of 4 years of proven experience in corporate learning and development
- ✓ Impressive communication, presentation, and interpersonal skills
- ✓ Extensive knowledge of instructional design theory and learning principles
- ✓ Ability to work independently in a changing environment
- ✓ Strong observation and diagnostic skills with ability to give candid and professional feedback and coaching to training participants
- ✓ Adequate knowledge of learning management software
- ✓ Familiarity with traditional and modern training methods, tools and techniques
- ✓ Excellent attention to detail, problem solving ability and time management expertise
- ✓ Strong customer service skills and an enthusiastic and positive attitude
- ✓ Proficiency in MS Office Products (Outlook, Word, Excel, Power Point)
- ✓ Required to be physically capable of executing all essential functions to perform the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.