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| JOB ROLE SUMMARY | * Be IQM and Lead Assessor for Trident Manor Training Academy. * Ensure compliance with AO standards and other associated bodies (RoSPA, CPD, SI) * Obtain certification where appropriate to maximise commercial benefits of training programmes. * Lead on the delivery and development of bespoke security and risk management training packages on behalf of Trident Manor (locally, nationally, and internationally). * Coordinate with consultant/associate trainers regarding the delivery of programmes. * Maintain, develop, and regularly update training packages offered by Trident Manor Training Academy. * Deliver, and support the delivery of training programmes created by Trident Manor Training Academy. * Seek business development opportunities where possible. * Represent Trident Manor Training Academy at national/international conferences and events. * Support the broader security risk management activities undertaken by Trident Manor group of companies. * Generate organisational growth where possible. |

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| APPOINTMENT | * Position to report to Managing Director * The position will be based at **Business Central**, 2 Union Square, Darlington. * Flexible working practices may be undertaken subject to operational requirement and agreement of Managing Director. * There will be a limited requirement for travel on official business, regionally, nationally, and potentially internationally. * Working hours will be based on a standard 9-5 working day, 5 days per week with core hours of 10a.m. to 3 p.m.. * Weekend working may be required, subject to operational commitments. * Appointment will be subject to the completion of security and background checks. * Role will be subject to confirmation following a three month probationary period. |

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| COMPETENCIES **Academic & Technical Abilities**  **Desirable**  **Personal Traits** | * Formal qualification and experience in delivering training and educational programmes. * IQA/IQM qualified or similar auditor/assessor qualifications * Specialist knowledge and experience within the security, risk, crisis management or investigative/intelligence sectors. * Ability to conduct internal and external training needs analysis and develop strategic approaches where necessary. * Fully competence in using Microsoft packages (Word/Excel/PowerPoint etc.) * Ability to deliver remote learning and develop eLearning programmes. * Experience of operating in difficult environments with limited technical facilities. * International experience and exposure a distinct advantage. * Additional language skills. * Formal security, risk management qualifications or training. * Mature and confident personality * Calm and methodical approach to product/service delivery. * Team player and supporter. * Ability to develop team and individual skills based on use of TNA processes. * Ability to deliver and maintain standards when under pressure. * Excellent communication and presentation skills. (oral and written). * Ability to work under pressure and to meet deadlines. |

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| SIA REQUIREMENTS | * **Training qualification:** (minimal requirements) * Level 3 PTLLS or AET (Trainer Qualification of Higher) * Level 3 qualification in the Delivery of Conflict Management training * Level 3 Physical Intervention * Level 3 Assessors’ qualification * **Sector Competence**: Tutors delivering the learning leading to licence-linked qualifications must demonstrate that they have the necessary experience, knowledge and understanding of the sector in which they are providing training. * **Minimum 3 years operational experience**. (Security industry, military, police, etc.) * DBS check and verification. |