

JCI UK 2019 National Team Roles & Responsibilities: Training Director

Focus of the role:

- **Lead and champion the promotion of training and the development of the National Training Team and the suite of existing and new National Training Academies.**
- **Review and develop the training policy.**
- **Identify key training needs and new ways of delivering learning and development opportunities.**



Opportunities to Step Up:

- Overall responsibility for JCI UK Academies (Marketing, Public Speaking, Training & LEAP).
- Academy COC directors can be appointed to run projects. Training Director should have input to ensure quality of training. Liaises with National Board on relevant issues such as budget approval, bursaries, etc.
- Review and develop the JCI UK Training Policy/National Training Team to ensure JCI UK Trainers' skills are developed and quality of training maintained, including keeping training directory details up to date.
- Organise JCI Official courses and JCI UK courses as and when required at national events and assist local chambers wishing to run official courses.
- Mentor local training leads and trainers, arranging other mentors able to do this as need arises.
- Organise public speaking competitions (public speaking, debating, extempore) at JCI UK National Convention ensuring MCs/Judges/Competitors are arranged and briefed.
- Organise international public speaking and debating competition entrants at international conferences in conjunction with the International Director.
- Identify key training needs and themes within JCI UK.
- Explore new ways of delivering learning and development opportunities.

Time commitment outside of National Board meetings:

- Presence likely to be required at some Academies, notably LEAP.
- Conference calls with Conference Organising Committee (COC) team/trainers in advance of academies.
- Evening and weekend training events at local chambers as required.
- Work put into developing new courses, training policy, mentoring of others as required.

Key skills:

- Event organisation
- Team co-ordination
- Training
- Delegation
- Mentoring

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Key events and meeting required to attend*:

- Board planning day – 8th December 2018.
- All national board weekends (likely to be 3 or 4) including awards judging.
- Monthly National Board conference calls – 1st Tuesday of the month (i.e. 7:30pm).
- ‘Launchpad’.
- Presidents and Deputies Day / Weekend.
- AGM.
- National Convention – likely to be 22nd-24th November 2019.
- *Recommended: National Organisation of Members (NOM) to NOM – 15th-17th March weekend in Belgium.*

** Please speak to the 2018 Deputy National President for an update for keys dates.*