



Main Street, Market Overton
LE15 7PL
Tel. 01572 767234
Fax. 01572 767503
www.lodgetrust.org.uk
admin@lodgetrust.org.uk
The Lodge Trust CIO (Charity No. 1161735)

Providing Christian support for adults with learning disabilities

Learning and Development Trainer

We are seeking a skilled and adaptable Learning and Development Trainer to design and deliver high-quality training to ensure full compliance with CQC standards and empower staff to deliver outstanding care.

24 Hours per week to be worked to meet the required training needs

Salary: Up to £27,242.02 per annum (pro rata, based on Point 9 of The Lodge Trust pay scale at 40 hours per week).

We are looking for a friendly, adaptable, committed and experienced member of staff to join our Staff Development and Training team at The Lodge Trust.

A role at The Lodge Trust can be hugely rewarding. A flexible and team focused approach will be essential for the successful applicant; you will be responsible for designing and delivering effective and relevant training courses that equip our staff to deliver the highest standards of care.

Duties to include

- To ensure an agreed range of training courses are delivered to both staff and where required, to Service Users
 - Prepare materials for effective and efficient training
- To ensure Induction is delivered in such a way that new staff have a thorough, safe and effective start at the Lodge Trust and this is appropriately recorded.
- To ensure personal competencies and qualifications are kept current in the types of training being delivered.
- To send updates for training records and matrices following the delivery of training

For more information please call 01572 767234.

Some flexibility is needed for this role, particularly to help cover staff holidays and occasional absences.

The Lodge Trust is a non-smoking organisation.



Apply by email with a CV and covering letter explaining how you fulfil the Job Description and Person Specification.

Email: hr@lodge-trust.org.uk

Interview dates by arrangement

The Lodge Trust reserves the right to close this vacancy early if a suitable candidate is identified, so we encourage early applications. Please note that only shortlisted candidates will be contacted for an interview. **Applicants must have the right to work in the UK. There is no Sponsorship available for this role.**

The Lodge Trust offers a beautiful rural setting that's ideal for car users, with free on-site parking available *but please note that public transport access is limited*



Job Title	Learning and Development Trainer
Responsible to	Training and Compliance Coordinator
Staff Reporting directly to this post	None
Service Aims	<p>The Lodge Trust aims to provide services for adults with learning disabilities which promote Christian virtues and values.</p> <p>The staff group will support Service Users to develop their potential, encouraging them with appropriate support to develop all aspects of their individuality.</p>
Role	To work with the Training and Compliance Coordinator to ensure that The Lodge Trust training requirements are met.
Responsibilities and Duties	<p>Training Delivery and Compliance:</p> <ul style="list-style-type: none"> • Deliver a full range of agreed mandatory, induction, and specialist training courses to staff. • Ensure all training is delivered in line with CQC Fundamental Standards and Single Assessment Framework, Skills for Care guidance and other statutory requirements. • Ensure the Lodge Trust meets and evidences full (100%) regulatory compliance with the CQC's training and development standards for staff across all job roles. • Evaluate the effectiveness of training programmes and update content based on feedback, regulatory changes, and best practice. • Ensure training records, and associated compliance documentation are accurate and up to date to support internal and external audits (e.g., CQC, Local Authority). • Prepare and maintain all materials necessary for the delivery of effective and engaging training, both in person and online. • Familiar with blended learning techniques. • Support with the implementation of the Lodge Trust Training policy and processes to ensure staff not compliant with training do not practise until their training is complete and they return to being totally compliant. <p>Induction and Competency:</p> <ul style="list-style-type: none"> • Deliver comprehensive induction training ensuring that on completion of their induction new staff are safe, confident, and competent from day one. • Conduct competency checks and audits to confirm staff understanding and safe application of training in practice. • Support reflective practice, identifying further training needs or coaching opportunities to support professional growth. <p>Service User Involvement:</p> <ul style="list-style-type: none"> • Actively involve Service Users in co-designing and reviewing training to reflect lived experience and person-centred support. • Deliver Service Users specific training modules including emergency response, PBS (Positive Behaviour Support), and moving and handling. • Stay up to date with evidence based best practices relevant to supporting individuals with learning disabilities. <p>Team Collaboration and Leadership:</p> <ul style="list-style-type: none"> • Work with the Registered Manager and wider leadership team to ensure training aligns with organisational values, priorities, and compliance requirements. • Support the training and development of Deputy Managers, Seniors, and on-call staff. • Maintain up-to-date knowledge of frontline practice through regular engagement with care teams • Collaborate with the Training and Compliance Coordinator and other trainers and managers to ensure best use of staff time and training resources. <p>Quality and Continuous Improvement:</p>



	<ul style="list-style-type: none"> • Promote and maintain training that meets or exceeds professional, legal, and safety standards, including Restraint Reduction Network standards. • Help ensure that the Adult Social Care Workforce Data Set (ASCWDS) is accurate and up to date.
Entitlements	<ul style="list-style-type: none"> • Holidays – see Contract of Employment • Terms and Conditions and Salary – see Contract of Employment



Job Title	Learning and Development Trainer - Person Specification	
	Essential	Desirable
Education / Qualifications	<ul style="list-style-type: none"> Diploma in Health and Social Care (level 3 or equivalent a non-negotiable for NAPPI training) NAPPI Trainer accreditation (or willingness to work towards) Moving and Handling Trainer accreditation (or willingness to work towards) 	<ul style="list-style-type: none"> First Aid at Work Certificate (desirable) Training qualification or equivalent experience Experience in blended learning/e-learning development
Experience	<ul style="list-style-type: none"> Minimum of 2 years experience within Adult Social Care (this is a NAPPI requirement) Knowledge of CQC Single Assessment Framework, Skills for Care framework, and regulatory training requirements Understanding of relevant syndromes and person centred care practices Experience in delivering and evaluating training, ideally in Adult Social Care Experience working with adults with learning disabilities Awareness of Health and Safety responsibilities and risk assessments 	
Skills/Abilities	<ul style="list-style-type: none"> Effective trainer and communicator with strong facilitation skills Competent in planning, administering, and recording training IT proficient, particularly in Microsoft Office and learning platforms Able to motivate others and support their development Capable of responding to emergencies and making appropriate decisions under pressure Demonstrates initiative, reliability, and punctuality Flexible, adaptable, and open to change Able to work collaboratively in a team environment Strong commitment to confidentiality, continuous learning, and professional growth 	
Personal Qualities	<ul style="list-style-type: none"> Willingness to agree to and work within the Christian ethos of The Lodge Trust Alignment with the work ethic and values of the Lodge Trust Work and Education Services 	

Additional Benefits
<ul style="list-style-type: none"> Company Pension Scheme (with Standard Life) 28 Days Annual Leave including bank holidays Beneden Health Scheme Care Sector Discount Scheme (via Blue Light Card)



- Ongoing training and development.
- Career Progression Opportunities
- Free on Site Parking
- Café Discount
- Refer a Friend Bonus
- Meaningful work with a Christian ethos, supporting adults with learning disabilities.

