Head of
Learning and Development
Job description

September 2023

Becoming✕

Why BecomingX?

BecomingX was founded with one simple purpose - to create a world where everyone can realise their potential. We set out to raise aspirations, help people to build the skills and confidence to succeed and to provide opportunities for people to achieve extraordinary things, no matter what their backgrounds.

We want to become the world's leading learning and development company. Not the biggest, but the best. The one that has the greatest impact on improving people's lives. This is the journey we are on and we strive to be the best at everything we do, working in a 'no compromise' way to deliver the very best quality products and outcomes for education providers, companies and individuals.

BecomingX is a 'B Corporation' certified to meet the highest social and environmental standards. Social impact is in our DNA and it is why we exist. We are committed to ensuring equality, inclusion and diversity in everything we do.

Head of Learning and Development

The Head of Learning and Development's primary role will be to design, build and deliver best-in-class programmes for our corporate and education clients. You will be developing cutting edge programmes, courses, lessons, activities, workshops and masterclasses for multiple audiences from school age through to C-Level. You will be 'hands-on' designing materials for both in-person and online use, and be personally delivering sessions. The position reports to the CEO.

Role responsibilities:

1. Design and build world-class learning programmes and platforms

• Create best-in-class learning programmes including professional learning platforms, e-learning modules, teacher-facilitated online lessons, group activities, facilitator taught masterclasses and workshop presentations

• Collaborate with the broader team, creative director and IT team to create platforms and materials

• End to end ownership of materials, from research through to design and build

2. Deliver content

• Facilitate learning experiences such as corporate training, lessons, masterclasses, group activities and workshops (online and face to face)

3. Additional Responsibilities

• Build relationships with corporate partners and actively sell projects

• Advise on technology solutions to enhance BecomingX's platforms and programmes

• Support logistics and delivery of learning and development events

• Create relationships with BecomingX Education Schools

• Support BecomingX Foundation in its mission to help people in lower-income countries and underserved communities (including global refugees)

Skills, experience and attributes required:

- Deep experience in designing, developing and delivering world-class learning programmes and content
- Significant experience in a corporate environment is preferred
- Able to independently facilitate workshops and/or group activities
- Confident presentation and public speaking skills with comfort in front of multiple audiences (schools through to C-Level)
- Excellent working knowledge of Microsoft 365 (Word, Excel, PowerPoint). Experience of Adobe InDesign a plus but not required. Comfortable learning new applications and using software tools for content build and load to our online platforms e.g. iSpring, Vimeo etc
- Ability to calmly manage multiple priorities and projects to tight deadlines
- Collaborative approach to task completion
- Belief in transparency and high-integrity leadership
- An uncompromising focus on quality and an incredible attention to detail
- The ability to work independently, remotely and in some cases with minimal interaction day to day
- The confidence to work with high-profile people in a professional, friendly and discrete way
- The resilience and fortitude to do what is necessary to succeed
- A willingness to get stuck in and do the tiny jobs

Who are you (in the words of our CEO)?

You are exceptional at what you do. Creative, focused, and always wanting to push the boundaries of what is possible. You've likely always had a passion for helping people to develop and now want to see what impact you can *really* have - when you have the opportunity and support to create world-leading content and platforms. You consider yourself to be, or have the potential to be, amongst the very best in the world at learning design and development (but you aren't arrogant enough to proclaim this).

You've probably come from a corporate background and have developed learning programmes for several top companies, either internally or in a consulting capacity. You are happy both working in a team and independently, and you do whatever it takes to get the job done and deliver the very best results. You are consultative, but ultimately you are someone who can get things done on your own. Because of your attitude, you've never uttered the words 'that'll do' - you always strive for the very best you can do and there is no task too small for you to make something better.

You are at the point in your career where you know what you are capable of and now want to get real results in a fast moving organisation with big ambitions. You want a senior role, but one without the politics and complexity of a big company, one where you can make decisions quickly and get things done. Sure, you want a good salary and benefits in the short term, but most of all you want to build world-leading products and services that change people's lives and help build a business that you will be a shareholder of, and one that you can truly be proud to be a leader in.