

## Learning & Development Instructor

### Job Description:

Nautical or Engineering Training Instructor for course delivery and development.

- Design, prepare and develop teaching materials. Deliver lectures, tutorials, presentations and training courses tailored to our client's needs.
- Conduct competency assessments of relevant personnel.
- Maintain training standards at all Company facilities and relevant external providers
- Ensure that all training solutions provided shall have training objectives aligned with the Company's management system and Competency Management System requirements, industry best practices and changes relevant regulations.
- Deliver reports on training and students as needed.

### Duties will include the following;

- Operation of simulators and administrative support.
- Full time support of the Centre of Learning & Development (COLD) to resolve operational issues as required.
- Operation of the simulators during exercises (including management of other vessels, and the changing of environmental conditions as required to assist the Lead Instructor).
- Must have experience working with windows based systems.
- Understand the function of ECDIS, Radar, Gyro, VHF/UHF and other bridge equipment and associated simulator networks.
- Maintains a record of faults and feed these to COLD IT.
- Back up and maintain confidential records of participant assessments and training including files and video replays for debrief.
- Assist with preparing simulators for use, and ensuring correct shut down on completion operations.
- Assist COLD staff with developing/updating ship & engine room models to achieve course objectives.
- Assist with the development of training scenarios.
- Assist with the loading and updating of ENC's on ECDIS.
- Assist with delegate familiarization exercises.
- Have an understanding of use of VHF and vessels inter departmental communication for marine communications during exercises.
- Assist in providing feed back to the simulator manufacturers on developments / improvements to the simulators



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## Compliance

- To adhere to the health and safety policy, taking responsibility for ensuring a safe working environment within the client's requirements.
- To adhere to policies and principles as required by the client's diversity requirements.
- To respect diversity ensuring that all staff, visitors and callers are treated with respect and dignity at all times.

## Background

Our Client's Centre of Learning & Development department personnel are situated in the US, UK, India and the Philippines, serving more than 1,500 mariners from more than 27 different nationalities. Training and development activities are conducted both on board and on shore. Activities onboard include designated training vessels, with facilities and equipment, including simulators, for 6 to 12 trainees in addition to the normal vessel complement and a designated Learning & Development Officer; learning and development materials on all 30 vessels and a Competency Management System for all personnel.

On shore training is conducted in our client's bespoke Centre of Learning & Development, which houses a significant amount of full mission simulators, and at Third Party Training Providers across the globe. In addition learning and development activities occur in all our client's manning centres (US, UK, India & Philippines) which are equipped with simulation equipment for learning, development and competency assessment.

## Requirements

Must have right to work and live in U.K.

Must be have native speaker levels of English language, both written and spoken. Non-native speakers may be tested for competence.

## Duration

Nine month contract.

## Location

This role will be based in Glasgow, Scotland.

## Contact

Email CV and Cover Letter to [joy.gillen@nmci.ie](mailto:joy.gillen@nmci.ie)

## Salary

DOE.