

## Course Development Project Manager and Instructional Designer Vacancy

Cogent Skills Training have a great opportunity for a fixed term role at their Darlington office.

The successful candidate will project manage a portfolio of course development projects and quality assure the associated training/ courses/ workshops, working with subject matter experts to ensure that they include best practice training techniques and are developed and delivered on time, to the agreed specification and budget.

They will also use instructional design skills to convert courses to blended learning and/or elearning for inclusion within new and existing course products. Potentially to become advisor to the whole cogent Group on best practice in Instructional design and creation, and digital learning.

This is initially a fixed term position to the end of July 2022 to cover maternity leave however there is potential for the contract to be extended beyond this.

### Remuneration Package

- Salary circa £30,000 to £38,000 per annum dependent on experience
- Pension
- Life Assurance
- 28 days holiday plus 8 bank holidays (FTE)
- Opportunity to buy-back 5 extra days annual leave
- Optional Private Health Care package
- Employee Assistance Programme
- Bonus Scheme
- On-site parking

1. Have you experience of working with employers and delivery partners/providers in the delivery of development and delivery projects?
2. Can you Demonstrate project management experience?
3. Can you Demonstrate instructional design experience including use of Articulate, Moodle and other platforms?
4. Have you experience of product development and stakeholder management?
5. Have you experience of process safety training development and delivery in the science industries sector is desirable?

Cogent is committed to Safeguarding and promoting the welfare of children and young people and expects all employees to share this commitment.

To apply please click on the below link

<https://www.cogentskills.com/about/work-for-us/>

Please complete an application form and send it together with a letter of application and your CV by 4<sup>th</sup> February 2022 outlining your suitability for this post and how you would ensure success. Interviews will take place via Teams Meeting/Zoom

If you haven't heard back from us within 21 days of your application, it means that unfortunately your application has been unsuccessful on this occasion.

Websites: [www.cogentskills.com](http://www.cogentskills.com)