



Role Profile

L&D: Blended Learning Advisor

Role Description

Our ambition for Learning and Development is to develop a range of digital learning opportunities to support an environment where learning is accessed at an individual's time of need rather than waiting for training to be delivered to them. By developing diverse and accessible methods of learning it will improve our efficiency, offer better service to our customers, support agile ways of working, be more inclusive and encourage individuals to take personal responsibility for their learning.

The Blended Learning Advisor provides advice on innovative approaches to lead efforts in blended learning design. The Blended Learning Advisor role works as an integral part of the collaborative L&D team to design, develop, deliver, and evaluate training courses and organizational development activities. Contributes to best practices in instructional design and the use of educational technologies, including course platforms, e-learning courses, videos, virtual Instructor-Led training (vILT) and other learning products, with a focus on incorporating a variety of media and learning methods to create an effective learning environment.

Main Responsibilities

- Working with subject-matter experts (both L&D and Internal stakeholders) to help influence the design and creation of blended learning and online materials.
- Demonstrate, share and provide advice on best practice in blended learning lesson delivery to L&D staff.
- Advise on the design of blended learning courses, using creative, innovative and evidence-based approaches.
- Develop storyboards for e-tools, e-learning courses, and videos.
- Designs and develops videos and animations as part of the learning library.
- Advises on suitable tools (Teams, Webex) to support the development of L&D trainers in leading virtual Instructor-led training sessions.
- Contributes expertise and innovative approaches.
- Be involved in assessing the technology we are using to deliver blended learning and make recommendations on suitable tools to ensure that we have the right functionality and are not spending money on multiple versions of tools that effectively do the same job.

Rank/Scale

Scale 6

Reports To

:Leadership Development Consultant

Additional Information

Essential:

- L3 Digital Design or experience of designing and advising on Blended and on-line learning programmes
- Experience of using a range of on-line platforms to create learning content
- Exceptional Communication Skills and experience of working with a range of stakeholders.

Desirable:

- L3 Award in Education and Training
- Knowledge of the principles of Adult Learning and experiential learning
- Working knowledge of Adobe Captivate

Experience and Qualifications



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Experience and Skills

- Experience in instructional design with a focus on blended learning.
- Experience in e-learning design and development, multimedia production, graphic design, LMS administration.
- Experience of a range of editing suite tools such as, Premier Pro, captivate, adobe suite,
- Experience of Cisco Webex, Teams or other platforms.
- Knowledge of the principles of learning including adult learning, experiential learning, participatory methods, instructional design, Appreciative Inquiry, and whole systems design
- Strong planning, organization, critical and strategic thinking and problem-solving skills.
- Proven track record of managing complex training projects.
- Exceptional communication (verbal and written) and presentation skills with a dynamic, engaging facilitation style.
- Proven ability to understand the needs of an organization and identify creative solutions. Committed to providing the highest level of service.
- Able to confidently engage with staff at all levels to define needs and expectations, collaborate on projects, and communicate results.

Notes

Software Fluency

- Adobe Captivate
- Adobe Connect, Cisco WebEx and/or Zoom

Competency Framework Values

Skill Category	Skill Name	Skill Level	Skill Description	For PDR
Intelligent, Creative and Informed Policing	We analyse critically	Practitioner	<p>I recognise the need to think critically about issues. I value the use of analysis and testing in policing.</p> <p>I take in information quickly and accurately.</p> <p>I am able to separate information and decide whether it is irrelevant or relevant and its importance.</p> <p>I solve problems proactively by understanding the reasons behind them, using learning from evidence and my experiences to take action.</p> <p>I refer to procedures and precedents as necessary before making decisions.</p> <p>I weigh up the pros and cons of possible actions, thinking about potential risks and using this thinking to inform our decisions.</p> <p>I recognise gaps and inconsistencies in information and think about the potential implications.</p> <p>I make decisions in alignment with our mission, values and the Code of Ethics.</p>	Yes



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Inclusive, Enabling and Visionary Leadership	We are collaborative	Practitioner	<p>I work cooperatively with others to get things done, willingly giving help and support to colleagues.</p> <p>I am approachable, and explain things well so that I generate a common understanding.</p> <p>I take the time to get to know others and their perspective in order to build rapport.</p> <p>I treat people with respect as individuals and address their specific needs and concerns.</p> <p>I am open and transparent in my relationships with others.</p> <p>I ensure I am clear and appropriate in my communications.</p>	Yes
Resolute, Compassionate and Committed	We are emotionally aware	Practitioner	<p>I treat others with respect, tolerance and compassion.</p> <p>I acknowledge and respect a range of different perspectives, values and beliefs within the remit of the law.</p> <p>I remain calm and think about how to best manage the situation when faced with provocation.</p> <p>I understand my own emotions and I know which situations might affect my ability to deal with stress and pressure.</p> <p>I ask for help and support when I need it.</p> <p>I understand the value that diversity offers.</p> <p>I communicate in clear and simple language so that I can be easily understood by others.</p> <p>I seek to understand the thoughts and concerns of others even when they are unable to express themselves clearly.</p>	Yes
Intelligent, Creative and Informed Policing	We are innovative and open-minded	Practitioner	<p>I demonstrate an openness to changing ideas, perceptions and ways of working.</p> <p>I share suggestions with colleagues, speaking up to help improve existing working methods and practices.</p> <p>I constantly reflect on my own way of working and periodically review processes and procedures to make continuous improvements.</p> <p>I adapt to change and am flexible as the need arises while encouraging others to do the same.</p> <p>I learn from my experiences and do not let myself be unduly influenced by preconceptions.</p>	Yes



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Inclusive, Enabling and Visionary Leadership	We deliver, support and inspire	Practitioner	<p>I take on challenging tasks to help to improve the service continuously and support my colleagues.</p> <p>I understand how my work contributes to the wider police service.</p> <p>I understand it is part of my collective responsibility to deliver efficient services. I take personal responsibility for making sure that I am working effectively to deliver the best service, both individually and with others.</p> <p>I am conscientious in my approach, working hard to provide the best service and to overcome any obstacles that could prevent or hinder delivery.</p> <p>I support the efficient use of resources to create the most value and to deliver the right impact.</p> <p>I keep up to date with changes in internal and external environments.</p> <p>I am a role model for the behaviours I expect to see in others and I act in the best interests of the public and the police service.</p>	Yes
Resolute, Compassionate and Committed	We take ownership	Practitioner	<p>I actively identify and respond to problems.</p> <p>I approach tasks with enthusiasm, focusing on public service excellence.</p> <p>I regularly seek feedback to understand the quality of my work and the impact of my behaviour.</p> <p>I recognise where I can help others and willingly take on additional tasks to support them, where appropriate.</p> <p>I give feedback to others that I make sure is understandable and constructive.</p> <p>I take responsibility for my own actions, I fulfil my promises and do what I say I will.</p> <p>I will admit if I have made a mistake and take action to rectify this.</p> <p>I demonstrate pride in representing the police service.</p> <p>I understand my own strengths and areas for development and take responsibility for my own learning to address gaps.</p>	Yes

NOS

NOS Unit	Unit Name	Unit Description