

**JOB PROFILE:** Engineering Trainer and Workplace Coach

**POST:** 37.5 hours per week, Monday to Friday  
x 52 weeks per year

**RESPONSIBLE TO:** Lead Assessor

**SALARY:** £39,300 per annum + discretionary company bonus scheme (inclusive of pending pay award due August 25)



**JOB PURPOSE:**

Waterside Training Ltd has a long standing and highly regarded reputation for providing high quality specialist technical training, as well as delivering engineering and manufacturing apprenticeships for over sixty years. Due to significant growth of over recent years, we are looking for new talent to complement our team of highly skilled engineers and professional trainers to support both apprenticeships and specialist technical training services.

We are seeking to appoint a dedicated and experienced trainer and assessor who can be flexible, dynamic and self-motivated. This is a dual role including the development and delivery of bespoke engineering skills development training for employers both on-site and off-site, alongside supporting and nurturing apprentices within their workplace to coach and prepare them for the rigours of apprenticeship end point assessments. This role is key in developing the next generation of engineers by equipping them with the technical knowledge, practical skills, and professional behaviours required in today's industry.

We pride ourselves on providing relevant, custom designed teaching and learning provision, combined with specialist technical skills development training. As our business continues to expand, we are looking for experienced industry experts from the engineering and manufacturing sectors to join our growing team and enhance and expand the learning experience for our clients and their employees and apprentices.

We offer a professional and friendly environment, where we encourage our teams to innovate and contribute. We will provide full training and mentoring for anyone new to education, and we support and encourage personal development.

As a long-standing and well-regarded presence in the apprenticeship and training sector we have a strong and loyal customer base. This provides opportunities to develop collaborative and effective relationships with employers, and our ambition is to encourage more employers to co-design and shape our curriculum and the skills development training we deliver.

We are making a significant investment in new equipment and resources, and you will be instrumental in the implementation and commissioning of this new facility, alongside developing training and skills development sessions in this practical setting.

You will support highly engaged and motivated level 3 apprentices from a wide range of large employers from the wider Liverpool City Region.

**The successful candidate will have the following, or be prepared to undertake the required qualifications:**

- Have completed a recognised time-served apprenticeship in Engineering or Manufacturing

- Hold a relevant qualification in Engineering at minimum Level 3
- Have proven industrial experience and can demonstrate current skills.
- Experience in delivering training and assessing within an educational or workplace setting
- Have a willingness to impart industrial knowledge to the next generation of Engineers and upskill existing workforces in relevant training discipline.
- Hold a relevant Teaching Qualification (PTLLS, CertEd, PGCE, Level 3 Award in Education and Training)
- Hold a relevant Assessors Award (CAVA, TAQA, A1, D32/D33)
- Hold a relevant and clean driving licence as driving will be a key part of the role in commuting to our client sites.

Waterside Training is committed to Equality and Diversity and to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expects all staff, students and volunteers to share this commitment. This post is subject to an enhanced DBS check.

You will need to be a time served Electrical, Mechanical or Manufacturing Engineer, with relevant industry experience. This role would be perfect for anyone thinking about a careers change, coming out of industry, but not yet ready for retirement, who could pass on and share their experience and specialist knowledge and skills to train the next generation of engineers.

Employer satisfaction is paramount to us, and excellent levels of customer service and professionalism are essential. With support from the Apprenticeship Manager and Operations Manager, you will act as a key point of contact for employers and apprentices on your caseload. Ensuring relationships remain strong and positive, and through engagement and listening to employer feedback, you will contribute to maintaining our standards and reputation by ensuring our products and services are high quality, relevant, and meet employer skills needs for the future.

### **KEY ROLES**

1. Design and deliver engaging and effective commercial technical training sessions across a range of engineering and health and safety disciplines as part of the commercial training section of the business.
2. Develop and build relationships with new and existing employers to grow apprenticeship provision and understand their skills needs; influencing the specialist skills training provided in the apprenticeship to ensure apprentices have the skills employers need for the future.
3. Manage a caseload of apprentices, visiting apprentices in the workplace to undertake reviews and progress meetings with the apprentice and employer, and prepare them for final assessment.
4. Undertake reviews at apprentice's place of work, feeding back progress and areas for improvement to employer representatives. You will be responsible for providing ongoing support, mentoring and coaching to learner's competence in the workplace identifying skills gaps and recommending any required additional training needs on behalf of Waterside or the employer.
5. Provide practical advice and support, mapping learning, skills and behaviours against the apprenticeship standard, and coaching the apprentice to achieve the best possible achievement outcome.

6. Accountable for ensuring progress and skills development of the apprentice in the workplace, highlighting gaps in knowledge or behaviours, or risks to evidencing off the job training or a successful end point assessment.
7. Contributing to standardisation, quality and progress tracking meetings, supporting a professional, creative and collaborative culture to produce the very best outcomes.
8. Provide support in recruitment and celebratory events and other activities as required as part of the apprenticeship programme and delivery.
9. To work alongside and comply with all company policies as laid out in the Waterside Employee Handbook on Health and Safety, Equality, Safeguarding, Bullying and Harassment and Equal Opportunities.

You will be employed by **Waterside Training, Technology Campus, Pocket Nook Street, St Helens, Merseyside, WA9 1TW.**

**ADDITIONAL TASKS:**

1. To comply with Professional Compliance Standards at all times
2. To undertake essential training and role-related activities/CPD
3. To ensure full compliance with all policies and procedures.
4. To work within Waterside Training Ltd policies on Health & Safety and Equal Opportunities.
5. To comply with Waterside Training Ltd Safeguarding and whistleblowing policies and procedures.
6. To undertake any other duties as required by the line manager.
7. To assist with IAG guidance at careers events, fairs and open events.
8. To assist and attend apprentice events, personal development, residential, presentation evenings along with any other events to promote or help the company.

This job description is not intended to be exhaustive but to indicate the main responsibilities of the post and may be amended from time to time.

**This post is not exempt from the Rehabilitation of Offenders Act 1974**