

## **Bilingual Facilitator (English & French) with Instructional Design + Business Development**

### **Position Description**

Do you love engaging participants actively? Do you enjoy implementing approaches to increase the results of teams and leaders? Do you love to learn from every experience and don't have an ego – you actually get that learning is not about you! Have you developed leadership skills to make any situation work regardless of the constraints or conflict?

Do you enjoy implementing long-term strategies to increase sales? Do you enjoy building new relationships and nurturing existing ones? Are you a highly-organized individual and love to be part of a dynamic team? Do you love challenging yourself to take on large enterprise accounts? Have you developed the skills to manage multiple projects to ensure you can still deliver on last minute surprises? Do you close sales on a regular basis?

### **What does Learn2 offer you?**

You facilitate participant-centred programs for leaders + teams. You build upon existing instructional designs and create unique designs for clients. You manage client accounts from proposal to close and continue to nurture them. You generate growth in enterprise accounts through lasting relationships.

You join a high-performing team. You learn more about team, leadership, communications, sales and business skills that combine to achieve business goals. You collaborate with best practice leaders who are out changing how organizations work. You collaborate with Doug Bolger, our CEO and Founder, to design unique solutions for clients and upgrade existing solutions.

You add your voice to all we do. You become an integral part of a growing team out to change the how the world works. We have an app, an online community, and 30 years of solutions. You get the opportunity to innovate how we grow our impact.

### **How We Work**

We work together. We collaborate and innovate. We avoid reasons – nothing amazing got created from reasons. We ask questions like, “How could we...?” or “Where else has this been solved before?” or “what would it take to...?” We operate in an agile environment to produce results.

## **Qualifications**

- You can facilitate in French and English
- You are a master facilitator (minimum 10 years)
- You ideally have some instructional design experience
- You ideally have some business development experience in B2B sales ideally in learning and development
- You have a strong desire to change the world
- You have a degree or post-graduate degree ideally in business, learning & development, communications or a related field
- You are a confident and articulate communicator with excellent written and verbal skills
- You excel in business and results-producing settings, preference given to candidates able to articulate how they produce results

## **Position Responsibilities**

- Facilitate Learn2's award-winning best practice learning programs and unique designs to achieve high NPS scores
- Work with business leaders to develop unique designs
- Conduct client needs assessments to determine business goals and learning outcomes for program customization or unique designs
- Prepare Blueprints to articulate designs to clients and facilitators
- Build effective Facilitator Manuals and valuable Participant Manuals to accelerate the participant experience
- Conduct Results Meetings with clients
- Report and recommend on findings from Organizational Transformation surveys and interviews
- Improve quality and innovate existing programs
- Maintain key accounts and engage existing and new contacts
- Contribute to a client-focused environment that encourages information sharing, team-based sales and a focus on new business, increased adoption and amplification
- Any other duties as required

## **How you will know if you are a fit:**

- You communicate directly and clearly about what you want and what you require to achieve the desired results
- You proactively development yourself and others on the team at every opportunity
- You illustrate superior listening, customer engagement and relationship building skills

- You are mature. You understand professionalism, confidentiality, and have sound business judgment
- You want a career with a purpose-driven organization where your activities make the world a better place
- You have exceptional computer skills. You can quickly tailor any presentation or participant manual to fit a different client and you use pictures more than text
- Your work references keenly miss working with you and say you take initiative, are self-motivated with superior organizational development and strategic relationship skills
- You have the aptitude to work in a fast-paced environment changing environment with aggressive timelines

### **Location & Hours**

We prefer our Facilitator to work in Etobicoke at the Learn2 office at 2970 Lake Shore Blvd, West. We are located on the Lake Shore streetcar line and a bus ride from Islington TTC station and Long Branch Go Station.

This is a full-time position. The salary and incentives are dependent on experience and ability. This is not an entry level position.

### **Travel Requirements**

Travel is required. Travel expenses are paid for or reimbursed by clients through Learn2.

### **Application Instructions**

Please demonstrate how you are the right person for our growth. You can do all the traditional stuff by sending out what you send to every other employer. Or you can do differently to stand out. We want:

- Cover letter to understand why we would want to hire you
- Resume or LinkedIn profile
- A video demonstrating your facilitation abilities
- Demonstrated creativity through your application. Who said a cover letter & resume has to be a softcopy of paper? We love video! We love infographics! We love you showcasing what you can do through your application!

Screening of applications begins on March 9th and applications will be accepted until the position is filled. Learn2 conducts pre-employment screening of all candidates. Please send your application to [Amy@Learn2.com](mailto:Amy@Learn2.com).

Learn2 is committed to providing equal employment opportunity and to achieving an inclusive, diverse workplace that values each individual.

**About Learn2**

Learn2 is an award-winning learning and development company who is changing the way the world works, learns and develops leaders. We support client transformations by engaging their teams to achieve great business results. We are initiating a learning and development platform to support clients and other learning and development professionals to deliver a higher level of transformation support.