

Job Title	Junior Training Developer
------------------	----------------------------------

Organisation	Challenge Aviation Services
Location	Malta
Reports to	Senior Learning and Training Specialist
Position Code	CAS63
Job Purpose	Design and deliver a range of training programs and materials, including classroom, blended, and online learning formats, as well as supporting resources such as presentations and guides. This role will also assess the training needs, define learning objectives, develop and deliver training content, and monitor the effectiveness of training initiatives to ensure learning outcomes are achieved.
Responsibilities	• Design and deliver engaging training programs (classroom, digital, blended, and online) using sound instructional design methodologies such as ADDIE and Bloom's Taxonomy. • Translate complex information into clear, practical, and learner-friendly materials tailored for adult learners in a corporate environment. • Develop and maintain training content, including facilitator guides, participant materials, presentations, and supporting resources. • Support training needs analyses to understand objectives and define learning goals aligned with organisational priorities. • Collaborate with managers, Subject Matter Experts (SMEs), and stakeholders to ensure training content meets business needs and standards. • Coordinate the delivery of training sessions, workshops, and learning initiatives across departments. • Support the implementation of learning technologies and digital tools where appropriate. • Administer and maintain training records, including training matrices, attendance, and completion tracking. • Provide support to learners and managers on training processes, including enrolments, scheduling, and feedback collection. • Monitor training effectiveness using evaluation tools and provide reports and recommendations to management. • Stay up to date with learning trends, methodologies, and best practices to continuously improve training delivery. Manage multiple training initiatives simultaneously, ensuring delivery within agreed timelines and adapting to shifting priorities.

Job Requirements	
Education	• Bachelor's degree in education, training, learning & development, human resources, or a related field. (MQF Level 6) • Certification in training, instructional design, or learning technologies is an advantage (e.g., e-learning development, digital learning tools, or similar).
Experience, Skills, and Personal Attributes	• Previous experience as a teacher, trainer, instructional designer, or learning & development professional. Candidates with previous corporate training experience will be given preference. • Experience in designing and delivering training will be considered an advantage. • Any experience with authoring tools such as Articulate 365 or similar will be considered as an advantage. • Familiarity with Learning Management Systems (LMS) and training administration • Ability to create and adapt training materials • Demonstrated creativity, independence, flexibility, and problem-solving ability. • Strong team player with the ability to work collaboratively and independently. • Experience managing training initiatives or projects, particularly those involving remote teams or cross-functional collaboration, will be considered as an advantage • Strong organisational skills and attention to detail. • Strong interpersonal and communication skills, both verbal and written. • Fluent English (C1 or C2 level in writing, reading, and speaking) – required. (Candidates fluent in both English and French will be given preference)