

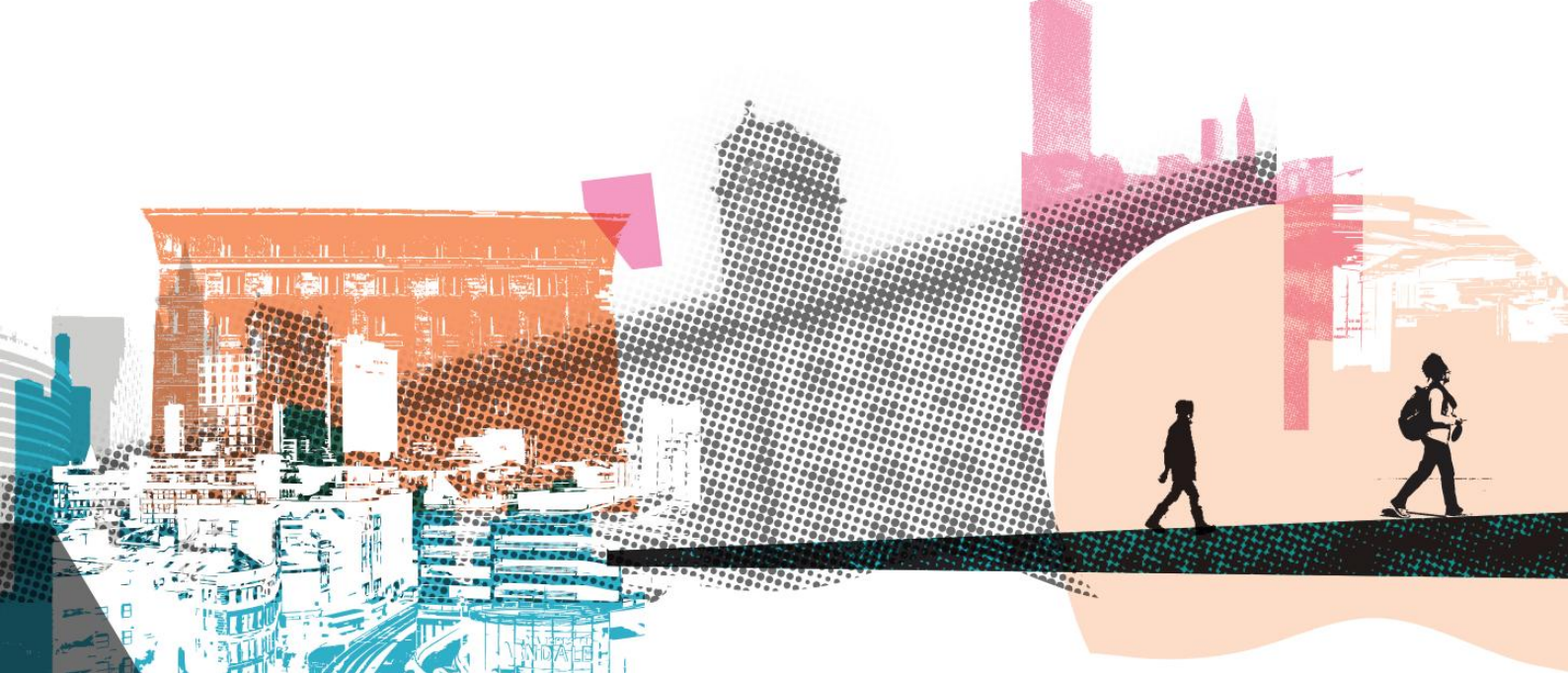
Recruitment pack

# THE BIG LiFE GROUP



**Trainer**

This job changes lives



## About The Big Life Group

The Big Life Group's mission is to fight for equity, in health, in wealth and in life. We are a social business delivering a range of services across the North of England, covering everything from mental and physical health, addiction and criminal justice, to housing, education, family support and much more. What links them together is the way we work – The Big Life Way.

We always stand shoulder-to-shoulder with people, working with them on the things that matter most to them. Everything we do is designed and informed by the needs, priorities and strengths of people and communities.

## Our values

- **Courage:** We stand up for ourselves, and the people and communities we work alongside, even when that makes us unpopular, or challenges accepted wisdom.
- **Creativity:** We find innovative solutions that work, never accepting the easy option or the status quo.
- **Honesty:** We act with integrity, speaking the truth to ourselves and others.
- **Inspiration:** We are inspired by the people and communities we work with and share what we learn from them to inspire others.
- **Thoughtful:** We act with care and compassion and work to understand people's experiences. We take time to listen, reflect and continually learn.
- **Valuing difference:** We recognise and celebrate the unique qualities, gifts, insights and perspectives that different people offer.



# Working at Big Life

At Big Life, work is more than a job – it's about standing shoulder-to-shoulder with people and communities, making a difference every day. We fight for equity in health, in wealth and in life, and that commitment starts with how our staff.

## Be yourself

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We want you to feel safe, respected and able to bring your whole self to work. Difference is celebrated here, and our staff networks - from menopause to neurodiversity, LGBTQI+ and more - create space to connect and support each other.

## Benefits that matter

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We offer more than a payslip - you'll find wellbeing support through LifeWorks, Simply Health and mindfulness sessions, 25-30 days' annual leave plus your birthday off, flexible working, and regular learning opportunities. Everyday perks include Blue Light Card discounts, savings schemes, cycle-to-work, free eye tests and more - little extras to make life easier inside and outside of work.

## Recognised as outstanding

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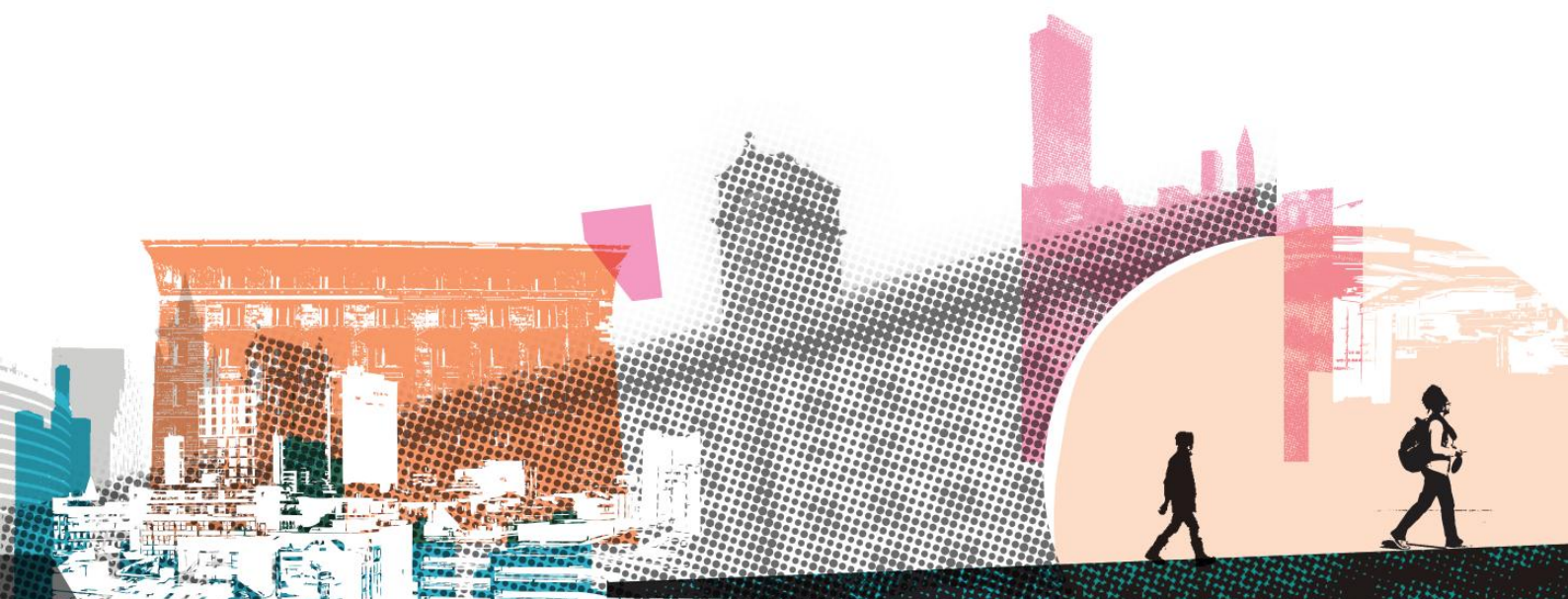
We're proud to be ranked by Best Companies as one of the UK's outstanding places to work, with a two-star accreditation in 2024.

## A culture of trust and flexibility

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Our people describe our culture as relaxed and supportive. You'll be trusted to plan your own day, take breaks when you need, and work in a way that fits with your life as well as your role.

**If you're looking for more than a job - if you want to be part of a team that's bold, creative and relentlessly committed to equity – then Big Life could be the place for you.**



# Job Description: Trainer

## The basics

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### Salary

£33,699 (NJC point 22)

### Hours

35 hours per week on a permanent contract

### Annual leave

25 days, increasing to 30 days after five years

### Base

Stretford Road, Manchester, with the option to work from home when not delivering training. You'll deliver training across Greater Manchester and other Big Life locations across the North.

### Line manager

Learning and Quality Improvement Manager

### Closing date for applications

Wednesday, 22 October at 5pm

## What you'll be doing

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As our Trainer, you will create and deliver a variety of workforce development, health and wellbeing, and anti-discrimination training programmes to Big Life's staff, volunteers and partners, supporting us to deliver world-class services. You will also deliver to external stakeholders who buy training from the group.

These programmes will be designed in collaboration with people with personal experience, aiming to empower communities and support organisations to deliver person-centred and trauma-informed care that supports people to better understand and work well with diverse communities.

You'll design and deliver training for online and in-person sessions. Strong at planning and organisation, you will schedule training delivery, book venues and build great relationships with our partners.

## **Main duties**

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1. To deliver mandatory and non-mandatory training to Big Life's staff and volunteers, partner, and external parties (both face-to-face and online).
2. To foster collaboration and promoting the sharing of personal experiences from staff and experts by experience. This will contribute to the development of engaging training programmes that align with The Big Life Way and inspire continuous learning and improvement.
3. To encourage the sharing of knowledge and best practices, to develop customised training programmes with external organisations, individual professionals, and local communities.
4. To develop, promote, and deliver train the trainer courses, rapidly rolling out training and increasing the number of trainers, improving skills, knowledge, tools, and confidence in local communities.
5. To gather feedback, and review and improve training in response.
6. To ensure course material is compliant with current legislation, organisation-wide curriculum, CPD UK and PCI quality standards and processes.
7. To stay current on best practice in training development and delivery.
8. To promote and maintain positive relationships across the group's different service areas.

## **Work-related expectations**

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1. To work within Big Life's mission and values.
2. To contribute to Big Life's development.
3. To ensure the safety of all people by adhering to safeguarding, information security and all other Big Life policies.
4. To commit to personal development and attend training or development activities as required.
5. To work in accordance with all relevant legislation.
6. To have a 'can-do' approach and attitude.
7. To participate in regular one-to-ones and an annual review.
8. To undertake any other duties as needed, appropriate to the post.

# Person Specification: Trainer

The successful candidate will be able to demonstrate that they meet the following points, either in their application, at an interview or through taking part in a test.

## Experience

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1. Collaboratively developing bespoke training with organisations, individuals, volunteers and communities.
2. Delivering engaging and interactive training to a range of learners.
3. Continually improving training content based on participant feedback.
4. Using strength-based approaches.
5. Working with a range of agencies, community groups, and organisations to develop effective partnerships.
6. Delivering train the trainer courses.
7. Developing collaborative working relationships.
8. Collating and analysing data for reports and recording.
9. Promoting and selling training to people, community groups and organisations is desirable.

## Skills

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1. Adapting training style and content to meet the needs of different audiences and services.
2. Researching legislation and best practice to create up-to-date, relevant training content.
3. Planning and timetabling training delivery to manage workload and meet KPIs.
4. Writing reports and communicating well.
5. Positively managing changes in training schedules, while achieving targets.
6. Using IT effectively (including Office packages and database software).

## Knowledge

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1. Strength-based approaches and trauma-informed practices, and their impact on health and wellbeing.
2. Appropriate regulatory frameworks and quality standards, and an understanding of how to ensure standards are upheld.
3. Equity, diversity and inclusion, and the barriers faced by the people Big Life works with.

## **Education**

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1. Recognised training or coaching qualification.

## **Personal**

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1. Positive outlook and a can-do attitude.
2. Personal resilience and flexible attitude in the face of difficulties.
3. Commitment to working towards Big Life's missions and values, including having a non-judgemental approach.
4. Commitment to personal development and willingness to regularly update skills and experience.



# THE BIG LiFE GROUP

We fight for equity –  
in health, in wealth and in life.

[thebiglifegroup.com](http://thebiglifegroup.com)