

## Director of Training & Education

### Company Overview

Veterans Accountable Care Group, LLC (VACG) is a deeply experienced health services development and management organization focused on assisting governmental agencies and commercial health plans optimize care delivery programs. Our executive leadership and partners have formulated and executed clinical integration strategies for some of the country's leading health care delivery systems, federal agencies and state governments. Our core focus is the Veterans Health Administration and the DOD's Military Health System, targeting opportunities requiring technology-enabled solutions, delivering innovative approaches to care delivery and highly-effective administrative services.

- VACG offers a competitive benefits package including: health benefits, 401K, company holidays, PTO, etc.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- VACG is an equal opportunity employer.
- The VACG operations center is conveniently located in the DC Metro area with parking available on site. Also, convenient to public transportation.
- Apply by submitting resume and informative cover letter to [resumes@vacgroup.org](mailto:resumes@vacgroup.org)

### Position Summary

The Director of Training & Education is responsible for designing, planning and implementing internal training and education strategy and a formal corporate training program. The program should include technical, business skills, and other general professional skills training, and be organized by individual learning plans by position, division/practice area and corporate material. The Director of Training & Education reports to the VP of Human Resources.

### Major Responsibilities

- Develop and manage training programs in support of the Company's strategies, including but not limited to, remote learning solutions, leadership programs, performance management processes and career development
- Implement learning solutions that leverage technology and support the enterprise-wide learning strategy
- Implement measurement and evaluation processes to support the training and development programs and strategies effectiveness. Oversight of the learning management system (LMS).
- Analyze course content and monitor corporate quality improvement reports to recommend improvement and changes to enhance the quality of curriculum and ensure it meets the needs of the intended audiences
- Develop and manage training calendars and communications regarding training and development offerings

### Essential Skills and Experience

- 7-10 years professional work experience in training and development
- Prior experience implementing and supporting a LMS and training technology platforms

- Proficient in Microsoft Word, Excel, PowerPoint, Outlook; ability to quickly learn and utilize other computer applications
- Prior experience in project management preferred

### **Education**

- Bachelor's Degree or equivalent