

ENVISION PHARMA
GROUP



Together, turning vision into reality



Learning & Development Manager – Horsham

Envision Pharma Group is seeking an experienced and talented Learning & Development (L&D) Manager to join its Employee Solutions team. The successful candidate will take the lead on all L&D activities globally, including inductions, performance management and development planning. The L&D Manager will be responsible for assessment of training needs, as well as development and implementation of L&D programmes across all functions within the business.

About Envision Pharma Group

We are a global leader in medical communications, with an international portfolio of pharmaceutical and biotechnology company clients, whom we support from our offices in the UK, US and Asia-Pacific region. We have an enviable reputation in our field and a heritage founded on continual innovation and leadership in best practice.

We provide a unique and comprehensive blend of service offerings, including:

- Strategic publication planning
- Tactical publication plan implementation
- Medical communications services
- Consultancy services
- Market access services
- Complementary technology platforms: including Datavision, the industry-leading publications planning software.

As we embark on our next 5-year plan, it is an exciting time for our organisation, and a great time to join our team.

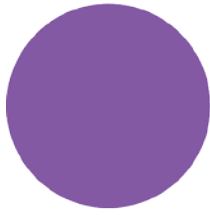
Learning & Development Manager at Envision Pharma Group

Key Responsibilities

- Ownership of the global induction process, performance appraisals and development planning, ensuring that processes are fit for purpose.
- Company-wide assessment of training needs, working with relevant business leads and HR business partners to identify skills gaps and future learning requirements at individual, team and company levels.
- With the HR Director, develop learning and development strategies that support the company's approach to talent management. As part of this, design, develop and implement a range of blended learning options such as coaching, mentoring, on-the-job training, classroom training, e-learning, and simulation to ensure the learning and development needs of the company are met.
- Identify external training partners and assess relevant learning and development options, keeping up-to-date and abreast of latest learning and development products and approaches.
- Evaluate success of learning interventions and report to senior management.
- Ensure quality administration and record-keeping, including adherence to quality and compliance standards.
- Manage training budgets.

Skills, Knowledge and Experience

- Degree level or postgraduate qualifications in training/learning and development are highly desirable.
- Proven experience of design, development and implementation/delivery of learning and development programmes in a professional setting.
- Excellent communication and organisational skills, with the ability to influence others.
- Excellent project management and practical problem-solving skills that can be applied to a results-driven recruitment environment.
- Proficient computer skills: Word, Excel, PowerPoint and Outlook.



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Personal Qualities

- High level of interpersonal skills with the ability to be assertive and take the lead where necessary.
- Ability to plan and prioritise effectively whilst remaining flexible enough to fulfil the requirements of the particular project or activity.
- Proactive, with excellent time management skills.
- Ability to maintain high standards of output, with a high level of attention to detail, in a high-pressure working environment.
- Ability to communicate in a professional and articulate manner at all levels within the business.

What Is It Like Working for Envision Pharma Group?

Envision Pharma Group is committed to developing and supporting team members, enabling them to excel in their roles, and to maintaining a culture that encourages development, as well as recognising and rewarding achievements.

We are a dynamic and rewarding company to work for, offering excellent benefits and a friendly, supportive and vibrant work environment.

Help us grow and grow with us!

Interested?

Send your CV and a covering letter explaining why you believe you can contribute to our continued success, to opportunities-UK@envisionpharmagroup.com or, alternatively, visit www.envisionpharmagroup.com to find out more.

STRICTLY NO AGENCIES