



NOTICE: Effective January 15th the OPS will be posting new job advertisements on the eCareers website daily. New job advertisements will be posted throughout the week, Monday through Friday. Please check the site regularly to see new opportunities available within the OPS.

Please note that the **job alert** function is temporarily unavailable. We are working on correcting the issue, but in the meantime, please check the website regularly for updated job posting details. We will post an updated message on the site when the job alert function is functional again.

Job Ad

Ministry: Ministry of Government Services
Division: Service Ontario
Position Title: TRAINER
Duration: 1 Permanent
Location: 189 Red River Road, Thunder Bay, P7B 6L8, North Region (restricted to OPS employees living or working within 125km)
Compensation Group: AMAPCEO
Salary: \$48,834.00 - \$59,530.00 per annum
Position Status: Restricted
Job Code: 14AGA - General Admin Ama Unit 14AGA
Schedule: 6
Category: Education and Training
Job ID: 16144

Are you a creative individual who thrives working with people and has experience dealing with a variety of training initiatives.

If so, come join the Ministry of Government Services as a Trainer. In this position you will conduct need assessments, design and develop training solutions and courses to identify learning needs and business objectives, and deliver training programs, seminars and workshops. As trainer you will provide coaching and assistance to subject matter experts engaged in delivering and supporting training content. You will plan training implementations and coordinate the delivery of the training, conduct evaluation of training programs as well as revise and improve the training program based on the feedback.

Qualifications: knowledge of current adult education learning principles and practices, training and documentation practices to deliver and design effective training; knowledge of training methodology to determine appropriate training media, facilitate learning and evaluate training effectiveness; superior communication skills to write and revise training material, and to deliver and present training material; planning, project management and problem solving skills; organizational and time management skills to keep track of training schedules and prioritize work; interpersonal, patience, discretion and tact to deal with a wide variety of demands and build team morale; ability to utilize specialized equipment (overheads, LCD projector, televisions and DVD's) to create interactive and interesting presentations; ability to use software such as powerpoint, word and excel to format and revise training material; ability to travel occasionally within Ontario.

Posting Date: Thursday, March 19, 2009

Closing Date: Thursday, April 02, 2009

Applications must be received by the end of the closing date with the Job ID number quoted.

Apply online

or send application to: Applications are accepted online only. As an equal opportunity employer, the OPS will provide employment accommodation if required. Contact the Regional Recruitment Centre at (705)564-7021, Ontario, CANADA
 Fax: Faxes are not accepted at this time

Only applicants selected for interview will be contacted.
OPS Employees are required to quote their WIN EMPLOYEE ID number when applying to positions.

**The Ontario Public Service is an equal opportunity employer.
Accommodation will be provided in accordance with the Ontario Human Rights Code.**