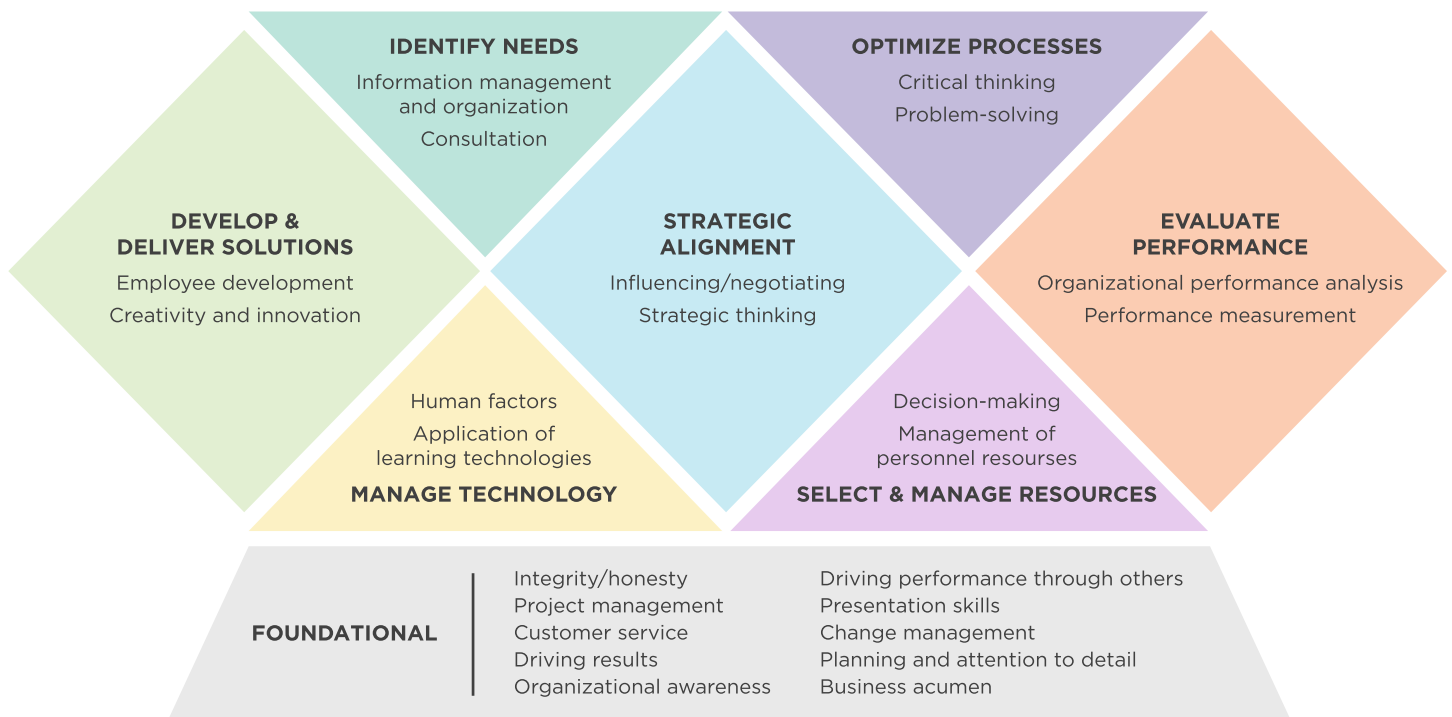


TRAINING MANAGER COMPETENCY MODEL

The **Training Manager Competency Model™** grew out of **over a decade of research** launched in 2008 and updated annually since, to identify and explore the traits of high-performing training organizations. The model was developed and validated through job analytic research using a sample of training managers and learning and development (L&D) professionals who work directly with training managers. The results of the research provide a blueprint to focus on training managers' continuing professional development.

TRAINING MANAGER COMPETENCY AREAS

Developed and validated through job analytic research, Training Industry's Training Manager Competency Model™ identifies the seven core responsibilities and foundational leadership competencies which are essential to successful training management. Within each core responsibility are the competencies that the training manager must have to successfully perform the responsibility, providing a road map to guide their professional development.



CORE RESPONSIBILITY AREAS

1

The first core responsibility of a training manager is **strategic alignment** of the training function with the organization's goals and objectives, and obtaining stakeholder support for imperative training initiatives.

The second core responsibility is to **assess training outcomes** to determine whether training is meeting business needs and improving organizational performance.

2

3

The third core responsibility is to **develop and deliver learning solutions** that meet business needs using **needs assessments** and evaluative information.

The fourth core responsibility is to **optimize processes** associated with running a training organization.

4

5

The fifth core responsibility is to **select and manage resources**, including the employees, materials and vendors involved in developing and delivering learning initiatives.

The sixth core responsibility is to **identify needs**. This responsibility involves performing an analysis to understand the organization's problems.

6

7

The final core responsibility is to **manage technology** and technical personnel required for creating, managing and delivering training.

USING THE MODEL

Training managers are lifelong learners who continually improve their skills. The model can be used to create a plan to target opportunities for improvement and maintain areas of strength. Training leaders can also use the model to develop their teams and prepare future leaders, a key component of training organization success.

Training Industry Coures is committed to developing learning leaders. We offer a full catalog of educational and professional development opportunities specifically designed to develop these key competencies of training managers, including the **CPTM program, certificates, workshops and events**.