

**Alastair Waugh. Darlington, United Kingdom**

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**07900525457**

**An ambitious Learning & Development professional with a strong background in Housing and Health & Social care arenas. I have comprehensive experience in monitoring compliance and bespoke eLearning systems.**

**I have proven track record of developing talent and building successful Apprenticeship strategies**

**February 2016 – Present**

**HC-One. Darlington**

**People Development Co-Ordinator**

My successes include promoting a culture of learning through accessible and engaging blended learning.

- Successes include the implementation of a team of 5 administrators managing the demand for training from 122 Bupa homes.
- Line Management of 10 national based Trainers.
- Responsibilities include supporting Operational and Central teams to deliver effective learning and specialist programmes to colleagues across the UK
- Line manage the L&D Administration Team Leader and their line reports, offering leadership, support and knowledge at all times to the team
- Design and deliver effective learning and specialist programmes to colleagues across the UK
- Owner of company LMS system – designing bespoke reports for business needs

**August 2016 – February 2017**

**People Development Officer**

**Durham Tees Valley Community Rehabilitation Officer**

The aim of this role was to deliver and manage the provision of a full range of Learning & Development Services, together with OD projects. Responsibilities included to;

- Success include delivering learning and development projects that come out of the OD Strategy and People Plan.
- Identify return on investment, and to target strategies that develop people and promote business development.
- Advise, coach and support managers on the wide range of leadership activities, ranging from the design, implementation and leadership of change programmes, to colleague development and talent development programmes.

**March 2015 – October 2016**

**Thirteen Group, Stockton-on-Tees.**

**People Development Leader**

Aim of the role was to lead People Development function for the Thirteen Group through research, implementation, coordination and monitoring of people development areas.

- Leading on identified programmes and projects related to learning & development, talent management, succession planning, performance management and behaviors maps.
- Implemented successful change management programmes that have impacted effectively on the business and the people.

- Line Management responsibilities – 3 direct reports (People Development Advisor, Training Coordinator & HR Graduate).
- Management of the Thirteen Apprenticeship Programme. Overseeing the recruitment and design & development of the Apprentice Strategy.
- Designed & executed diagnostic tools that assessed and reviewed capabilities at individual, team and Group wide levels
- Tasked to improve the Groups learning and talent development offering.
- Use of coaching to promote learning and development activities within the Thirteen Group

#### **September 2012 – March 2015**

#### **Coast & Country Housing (Top 10 Times Best Companies – Not for Profit)**

#### **Learning & Development Business Partner**

As a strategic link between Coast & Country and relevant internal & external stakeholders, responsibilities include the design, development and evaluation of the Apprenticeship strategy and work placement programmes.

Full administration and management of the L&D function and budget worth £180k, ensuring mandatory training is coordinated and developmental behavioral competencies are embedded.

- Fully manage the Apprenticeship strategy and support managers ensuring all development opportunities are identified and resourced.
- Research, production and analysis of Learning needs and deliver a training needs analysis.
- Implementation of 'iLearn' - bespoke ELearning platform developed for Coast & Country
- Manage the administration of the L&D function including the Group's corporate learning plan, training needs analysis and sourcing providers to deliver effective learning solutions.
- To design, deliver and evaluate training sessions within the Coast & Country learning framework.
- Co-ordinate the group's work experience programme

#### **February 2009 – September 2012**

#### **DISC (Developing Initiatives Supporting Communities)**

#### **Training & Development Officer**

DISC is an award winning charity operating in the North of England.

- Maintaining and updating complex management information systems used to monitor training across the business, linking with Quality departments in the continuous review to meet the needs of the business.
- Co-designed 6 core inductions for all staff.
- Chairing various working parties associated with training.
- Support projects in evidencing all aspects of training, from planning to impact for any internal and external inspections (OFSTED, Care Quality Commission)

#### **Qualifications**

- September 2013      CIPD Level 5 Certificate in HR, Stockton Riverside College
- 1999 to 2003        University of Central Lancashire, Preston. BA (Hons) Film - 2:2

#### **References**

Available on request