

Connecticut General Assembly
JOB OPPORTUNITY
Training and Staff Development Coordinator
Office of Legislative Management

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: Hartford, Legislative Office Building
Hours: Full-Time
Salary: \$88,503
Closing Date: March 8, 2013

The Connecticut Legislature seeks a dynamic and creative HR professional to lead our training and professional development initiatives.

General Knowledge

This position is accountable for the design and implementation of training strategies to meet the needs of over 700 employees. Responsibilities will include designing programs and practices to identify development needs, preparing curriculums and facilitating training sessions.

Preferred Skills and Ability:

Successful candidate will have exceptional skills at organizational development, curriculum design, facilitation and needs assessment as well as the ability to collaborate with all levels of the organization.

General Experience:

Salary starting at \$88,503. Minimum requirements are a Bachelor's degree plus 7 years of relevant experience. Excellent State of Connecticut fringe benefits package included.

Application Instructions:

Please submit cover letter and resume to be received no later than March 8, 2013 to:

Screening Committee, Training and Staff Development Coordinator
Joint Committee on Legislative Management
Room 5100
Legislative Office Building
Hartford, CT. 06106

We are an equal opportunity employer

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.