

Talent Development Specialist

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Company: Fashion Group

Location: United Kingdom

Category: business-and-financial-operations

Position

At LVMH Fashion Group UK we are looking for someone to join our HR team to make sure our learning initiatives and programs run smoothly & efficiently, and who can contribute to larger projects in this area.

Your role will be

Support the effective implementation and delivery of L&D initiatives across the FG UK

Division by: Managing training logistics
Updating training contents and assets as needed
Tracking L&D actions and data

Contribute to the development & delivery of projects through: Researching best practices, gathering & analysing relevant internal information
Planning & management (tracking actions and deadlines, monitoring progress)
Working with internal stakeholders and external partners

Draft and design L&D-related employee communication

Establishing with the Head of HR and managing a global L&D calendar

Occasionally delivering training or develop Train-the-Trainer sessions for the HR team

Improving the overall training processes when it comes to tracking attendance, gathering feedback and improving training based on this

Gather data to measure the success of initiatives and share regular reports

Support our new hire onboarding process (FG Induction, Living LVMH, LVMH Discovery)

Tracking spend against Training Budget and contribute to annual Budget plans & revisions

Ensure correct invoice management across our L&D function for the different Maisons

Profile

Previous experience (5 years+) in a similar role, familiarity with project work and a high degree of interest for Learning & Development

Comfortable delivering training when needed

Great organisation skills, able to keep track of multiple projects and priorities at once

Strong attention to detail and a solution-focused mindset

Excellent communication, both verbal and written, with a very collaborative attitude when it comes to working with stakeholders

Adaptability, able to understand how different profiles/backgrounds require different solutions

Proactive about identifying and taking on tasks, and willing to work in a fast-paced environment that requires flexibility

Proficiency in Microsoft Office and project management software

Fluent in English

Having worked in fashion/retail/hospitality is not a must though would be an advantage

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