



Rubin Thomlinson LLP, with practitioners based in Toronto, Ottawa, Montreal, and Vancouver, has a national presence focused solely on workplace investigations. Our firm's experience in investigations, workplace harassment and misconduct are diverse and decades deep which gives us a unique insight into the case law and complexities.

Rubin Thomlinson Workplace Training and Consulting Inc. leverages this experience to equip organizations with the certainty and confidence to handle these challenging issues. To support our rapid growth, we require a result-oriented individual to join our team as Director Training based in our Toronto office.

Reporting to the Management Committee of Rubin Thomlinson LLP, the Director Training (DT) is responsible for helping to build a strong platform to support the growth of RT Workplace Training & Consulting Inc. (Firm). The DT serves as a member of senior management and provides leadership to the Firm by planning, directing, and evaluating the strategic initiatives for the delivery of workplace consulting and training services. The DT will operate across a broad spectrum of responsibilities including issues involving strategic positioning, business development, engagement planning, eLearning, and professional development.

Our DT will have the following experience/skill set:

- A master's degree in Training & Development, Education, Human Resources, Psychology, Business, Law or any other related field or equivalent experience in adult education
- 10+ years' experience in a training and development capacity in a senior position
- Demonstrated experience in content creation, maintenance of training processes, and the development of ongoing training and development programs
- Experience with accreditation and certification organization criteria, policies, standards, and processes
- The ability to carry out analyses on the performance of training programs while drawing insights that lead to their improvement, formulating lasting solutions and the development of new strategies
- Superior communication skills to enable efficient and effective cross-functional / collaborative communications and the successful execution of training programs
- A relationship builder that can build trust and credibility within the organization

The Firm's culture is focused on providing a collaborative team environment for all and is offering a competitive compensation package to the successful candidate.

If you believe you have the mind, skill set and experience to succeed in this role, please submit a cover letter supporting your qualifications along with your resume and your compensation expectations to [searchcommittee@appliedstrategies.ca](mailto:searchcommittee@appliedstrategies.ca).

We thank all candidates for their interest; however, only short-listed candidates will be contacted.