

Job Title: Talking Mats Training Associate

Responsible to: Senior Associate and Foundation Training Lead

We have an exciting opportunity to join the Talking Mats team. Talking Mats Ltd is an award-winning social enterprise which originally developed from research at Stirling University and now has an international reach. We are looking for some who:

- Is an experienced Talking Mats practitioner,
- Is an excellent team worker
- Is committed to putting research into practice and
- Has skills to help grow our Social Enterprise

Key Duties and Responsibilities

- To deliver the Talking Mats training programme in a variety of settings, e.g. in Health, Education Advocacy, Criminal Justice and Social care. This may include contributing to the Licenced Trainer programme.
- To support Talking Mat consultancy projects and the development of Talking Mats resources
- To promote Talking Mats through a variety of activities e.g. presentations at conferences, writing blogs, social media, networking
- To use your specialism to network and grow the business

Person Specification

Essential	Desirable
An active and experienced licenced Talking Mats trainer.	
Experienced and confident at delivering training	Experience of delivering online training, conference presentations, writing papers and blogs.
Significant experience in one of the sectors mentioned above. Good networking and influencing skills within your specialism	Marketing Experience - Confident with social media communications.
A proven ability to work in a small team and nurture and sustain positive relationships.	Experience of working in a small business/team and or social enterprise.
Excellent communication skills (verbal and written).	Research and project management skills.
An ability to adapt to the varied demands of a small Social Enterprise	

The selection panel will be looking for clear evidence and examples in your CV and covering letter about your suitability for this role as outlined above.

Please send your CV and covering letter to laura@talkingmats.com

by **5pm on Friday 22/12/23**

This post involves a presentation as part of the interview process.

Full details will be confirmed to shortlisted candidates by email.

Location: Our office is based in Stirling. We will consider applicants who wish to be based remotely. If successful you will be expected to attend key meetings (2-3 times a year). This post will involve travel to deliver training in other UK locations (up to 1 overnight stay per month).

Salary: £34K - £ 37K pro rata depending on what your experience and skills bring to the Talking Mats team.

Post Type: Part time 2/3 days a week but must include a Wednesday.

Contract Type: Permanent

Closing Date: Friday 22/12/23

Interview Date: Tuesday 25/01/24