

Lawley

INSURANCE | EMPLOYEE BENEFITS

Learning & Development Manager

These are the *fundamental* components of the job:

- Responsible for the development of ongoing training and professional development of Lawley's associates, across a multi-state and growing footprint
- Create, design and develop engaging programming for our Sales and Service teams, empowering their growth and developing their Insurance knowledge base. This could include, but not limited to, continuing education (CE), learning opportunities for all levels in the organization, leadership development, DE&I initiatives and a formal internship program
- Entrench, own and promote our LMS System as a viable resource for our growing organization
- Deliver development assessment tools and seminars for internal teams; DiSC, StrengthsFinders
- Prioritize and identify learning initiatives with Lawley leaders to develop and facilitate Lawley Learning to assure alignment with the agency's strategic plans
- Identify and work with our carrier partners to promote Insurance education through offered platforms
- Track and measure learning effectiveness and programming, manage department's L&D Budget
- In conjunction with Recruitment, support development of career models for key positions
- Work in tandem with HR, Recruitment and People Strategy Team to support all Lawley's people development initiatives, while creating and implementing training and development initiatives
- Stay informed, involved and aware of DE&I and L&D trends, inclusive of outside speakers and Consultants

Other *functions* of the job:

- Participate in projects and other duties as requested or required
- Expand and grow in your role when supporting miscellaneous duties as requested

Skills / traits that we value for this role:

- Minimum of six years' experience in a training and development role; management experience preferred
- P&C Insurance experience, licensing and/or designations preferred
- Bachelor's Degree or higher preferred in HR, Business or related field
- Demonstrated leadership, facilitation and coaching skills
- Extensive knowledge of Microsoft Office, including Word, Excel, PowerPoint & Outlook
- Incredible attention to detail, while multi-tasking in a fast-paced department



'Lawley provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to age, race, creed, color, religion, sex, sexual orientation, national origin, citizenship, immigration status, gender identity or expression, military status, familial status, marital status, disability or genetics.'

- Highly accomplished organizational skills!
- Ability to travel across the footprint, as needed
- Positive attitude, even in a fast-paced environment
- A passion to make associates and coworkers feel important and valued
- Precise communication skills, even under time constraints

A bit about Lawley!

- We are not a call center environment
- We achieve success by building genuine relationships together, with our teams and clients
- We are a family owned insurance broker (nearly 70 years!)
- We are deeply committed to the communities we serve and love to get involved
- We work hard and play hard!!!

Why Lawley?

- Competitive salary and ability to earn referral bonuses!
- Expansive Benefits (Medical, Dental, Vision—and SO many more)
- Prorated PTO (based on start date) AND a generous holiday schedule – available 1st day!
- Company 401K contribution received starting Day 1 (for participants 21+ years old)
- Educational support, career development, and growth opportunities
- Job Security (we've never had a lay-off, even during the pandemic)
- Flexibility, including hybrid schedules! Business hours 8am-4:30pm
- Comfortable, family-oriented culture, with an emphasis on work life balance
- Unlimited Volunteer Time Off opportunities (so you can assist in serving our communities)
- Fulfilling opportunities that align with your career path and our business needs

The compensation range for this position takes many factors into consideration including but not limited to: years of experience/training, skill set, and licenses/designations. It is not typical for an individual to be hired near the top of the range for a position as circumstances and location can vary in every hiring situation. A reasonable estimate of the current range is \$71,706.08 to \$119,510.13.

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