

Training & Development Manager

We are seeking a dynamic Training & Development Manager to lead the design and delivery of impactful learning and development initiatives that support workforce readiness, wellness, inclusion and more. If you are passionate about building meaningful capacity and change across the corporation and within the community, we encourage you to apply!

About the Role

As Training & Development Manager, you'll oversee the design, implementation, and evaluation of programs that build skills, knowledge, and cultural alignment across diverse stakeholder groups within the corporation and the community. Through targeted training needs analysis and tailored development pathway projects, the role supports initiatives that promote workforce readiness, wellness, inclusion, and long-term community growth. Your work will support strategic planning, talent retention, and a culture of continuous improvement - driving corporation outcomes and fostering a inclusive, sustainable community development.

This is a full-time position, located in Derby, WA that will report directly to the CEO.

Key responsibilities

- Develop and maintain strategic training and development initiatives aligned with corporate and community goals
- Design and deliver programs that prioritise workforce readiness, wellness, and inclusion
- Collaborate with internal teams, community leaders, and external partners to co-create culturally aligned learning initiatives
- Mentor and support direct reports, facilitators, trainers, and learning champions
- Manage training budgets and resources effectively
- Evaluate program impact and drive continuous improvement

What we are looking for

Key Qualifications & Experience

- Certificate IV in Training and Assessment (TAE) or equivalent experience
- Further tertiary qualification and/or certificates in Learning and Development, Community, Education, Training, or a related field or equivalent experience (highly desirable)
- Proven experience in training and development, preferably within Aboriginal or community-based organisations
- Demonstrated ability to design and deliver training programs for diverse stakeholder groups
- Ability to lead teams, manage projects, and drive continuous improvement
- Familiarity with youth and adult learning principles, instructional design, and evaluation methodologies
- Insight into wrap-around services which support successful workplace engagement

Ability to obtain and maintain:

- Working with Children Check (within last 6 months)
- National Police Clearance (within last 6 months)
- Pre-employment medical including drug & alcohol screening

Ready to Apply?

If you're passionate about making a difference, we'd love to hear from you!



Please submit your resume and any additional supporting documents for your application to dambi@wcasolutions.com.

For more information about the position, please email dambi@wcasolutions.com or call (08) 9383 3293

Applications will close at 5:00pm on 23 September 2025. Shortlisting will begin as applications are received.