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# WorldSkills UK Training Manager information and application pack



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UK Government

# Welcome

## Message from Parisa Shirazi, Director of Standards & Technical Delegate at WorldSkills UK

At WorldSkills UK, we are passionate about empowering young people from all backgrounds through competition-based training and skills development.

As we prepare for the next international competition, we are seeking dynamic and experienced trainers from education and industry to join our team. This role involves leading a world-class training programme across various specialisms to prepare students and apprentices for the upcoming WorldSkills Competition in Shanghai, September 2026.

[See the highlights from WorldSkills Lyon](#)

WorldSkills is the global hub for skills excellence and development. We leverage our insights from benchmarking against global leaders to enhance the quality of skills education in the UK. By joining us, you will have the opportunity to play a key role in driving excellence, benchmarking against world-class standards, and integrating global best practices into UK training, teaching, learning, and assessment.

This rewarding 18-month position offers you the chance to make a real impact, share global best practices, and contribute to raising the standards of skills education.

In return, we provide financial support, access to a global network to advance your professional practice, and opportunities to develop as a leader in your field.

If you're interested, please complete the [application form](#) and email your CV to [international@worldskillsuk.org](mailto:international@worldskillsuk.org) by 10am on 26 November 2024.

For an informal discussion about the position, please don't hesitate to reach out.

We look forward to hearing from you!

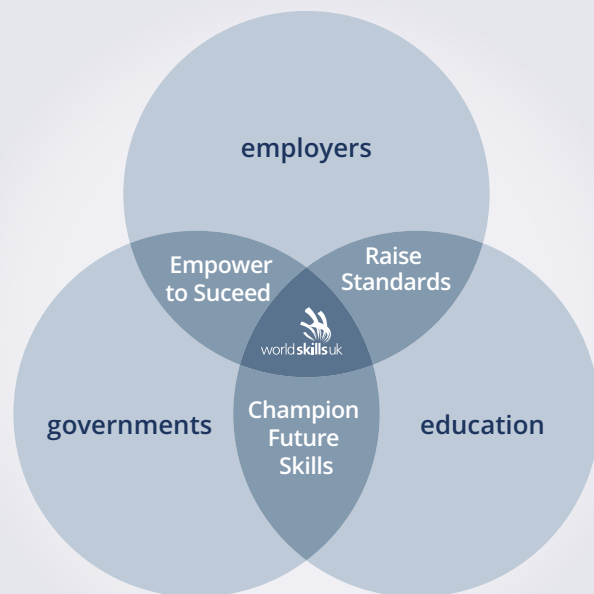


# About WorldSkills UK

WorldSkills UK is a world-class skills network focused on raising standards, championing future skills and empowering young people from all backgrounds. We are working to help the UK become a world class 'skills economy', boosting the prestige of technical and professional education across the UK to help drive investment, job creation and economic growth.

WorldSkills UK has been a member of WorldSkills for over 70 years, benchmarking against international standards and gaining unique insights from leading and emerging economies worldwide. This positions us to understand diverse educational systems, innovative approaches, and global strategies for technical skills development.

As the global hub for skills excellence, WorldSkills enables us to leverage this knowledge, bringing the best practices from around the world into UK education to drive forward technical and vocational excellence.



# The WorldSkills UK approach to driving excellence

The WorldSkills UK approach is defined by a continuous framework of improvement rooted in international standards of excellence to develop groups of students and apprentices, known as a Squad, then Team UK over 18-months training and development programme.

Our evidence-based methodology includes executive coaching and continuous professional development for Training Managers to unlock the potential of students and apprentices who participate in a rigorous technical training programme with practices drawn from performance psychology to develop occupational expertise by acquiring higher-order competencies that are consistently pressure-tested. The international development programme supports develop groups of learners to perform at the highest level to meet [global standards of excellence](#).

This unique approach forms the foundation of our international development programme to empower a Squad then a Team, aged 18 to 24 to achieve world-class standards in their practice setting them up with lifelong skills and the chance to be selected to represent the United Kingdom on a global stage.



# Rewards package

## individuals

As a Training Manager you will join a world-class network from across the UK, receive a contribution towards your time from work (up to £200 per day), gain access to a global network to advance your professional practice and CPD to develop as a leader in your field.

- **Benefit from elite professional development:** As a Training Manager, you will participate in a specialised professional development programme that draws on lessons from elite sports and coaching world-class performers, allowing you to expand and refine your coaching and leadership abilities.
- **Lead global exchanges of best practices:** You will spearhead international exchanges with high-performing countries, sharing insights on best practices and skills development. This collaboration will shape training programmes, policy, and practice, aligning the UK with global excellence.
- **Develop cutting-edge expertise:** You will acquire advanced knowledge, skills, and experiences necessary to champion world-class skills development in the UK, ensuring the nation stays at the forefront of global technical standards.
- **Transform the next generation of talent:** In partnership with a network of trainers and coaches, you will lead the development and transformation of students and apprentices, guiding them in the pursuit of excellence on the international stage.
- **Gain global recognition and build professional networks:** This role provides exposure to both national and international markets, enabling you to build a professional network that spans the globe while representing your industry and sector.
- **Represent the UK as an authority in technical skills development:** You will serve as the UK's ambassador for world-class training and skills development, solidifying the nation's reputation as a global leader in technical and vocational education and training.

# Rewards package

## employers

We acknowledge the invaluable contributions made by education and industry employers to support employee participation. In return, we offer a financial contribution to release staff (up to £200 per day), along with opportunities for professional development and exclusive access to our key events.

- **Access to a global professional network:** Employers will gain entry to an international network, offering valuable opportunities to exchange innovative ideas, resources, and best practices in skills development and world-class training.
- **Knowledge and skills transfer:** The release of employees for training and development will bring added value to your organisation by enhancing the skills and knowledge of your wider workforce.
- **National reputation for excellence:** Employers will build a strong national reputation as a key influencer in setting standards of excellence and promoting world-class training standards.
- **Promote dual professionalism:** Foster dual professionalism within your organisation by embedding a culture of continuous professional development, ensuring both academic and practical expertise thrive.
- **Drive recruitment and retention:** Participation in WorldSkills UK can boost recruitment and retention efforts, providing an effective tool to upskill your workforce while engaging, rewarding, and recognising employees.
- **Marketing and PR opportunities:** Leverage involvement with WorldSkills UK for impactful marketing and PR opportunities, highlighting your commitment to apprenticeships and world-class skills development.



# Specification for a WorldSkills UK Training Manager

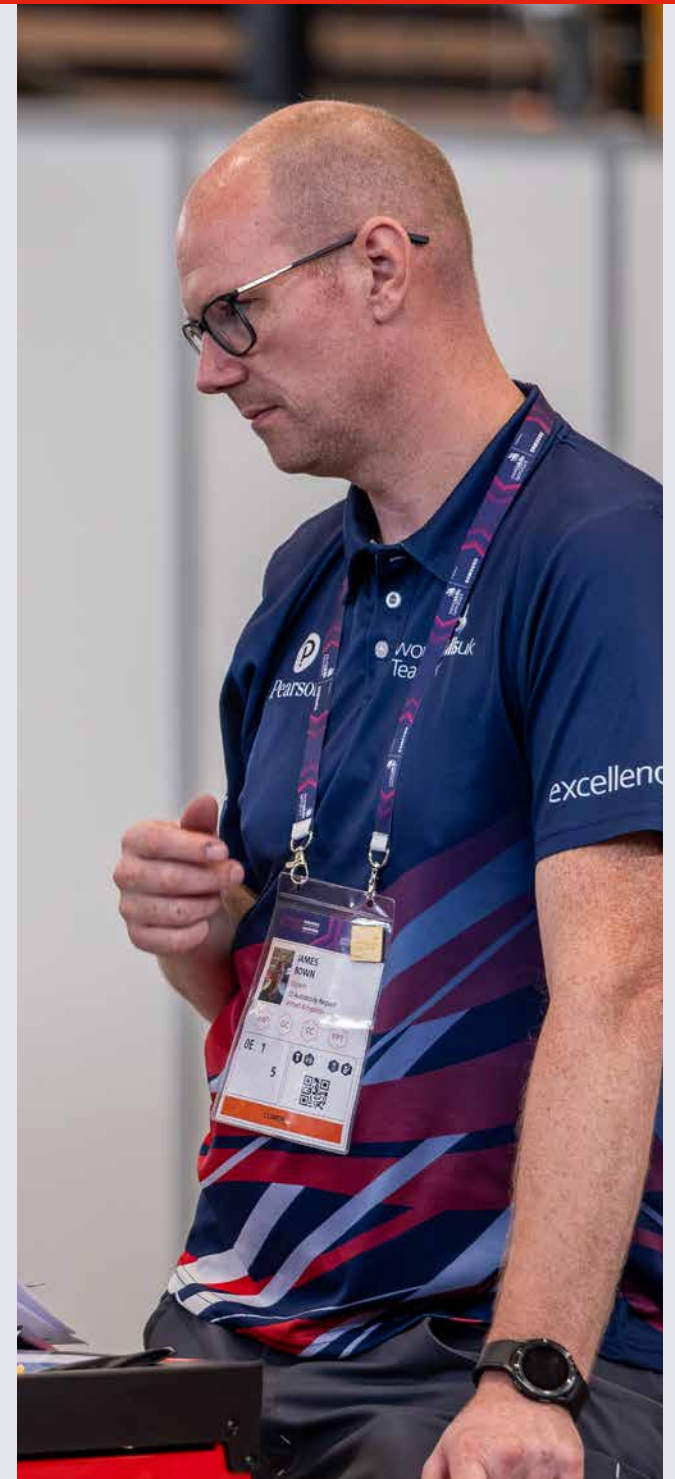
## role and responsibility

The Training Manager plays a pivotal role in driving each international training programme, serving as the key architect to prepare, compete and excel on the global stage.

This role is central to shaping the future of skills development, as it integrates world-class insights and best practices from international benchmarks into UK TVET systems. The role also directly influences the UK's international performance, fostering excellence in students and apprentices to meet and exceed the highest global standards.

Key responsibilities include:

- 1. Promoting equity, diversity, and inclusion:** The Training Manager will champion a culture of fairness and integrity, placing equity, diversity, and inclusion at the forefront to ensure that individuals from all backgrounds have equal access to opportunities, fostering an environment that empowers every participant to thrive, and everyone can achieve their full potential.
- 2. Setting world-class standards in training and skills development:** The Training Manager leads the charge in establishing and maintaining world-class standards in their training programme, ensuring that UK competitors meet and exceed global technical benchmarks at WorldSkills. This involves creating an environment where excellence is the norm, pushing for continuous improvement, and aligning the UK's training frameworks with the highest international standards. The Training Manager guarantees competitors not only keep pace with global developments but become pioneers in their field, showcasing the UK's ability to set the bar in skills training.



- 3. Maximising budget impact:** The Training Manager will work closely with WorldSkills UK to manage a budget, ensuring maximum impact from high-quality training. By optimising resource allocation, they will drive value while upholding transparency and responsibility in financial decisions to deliver exceptional training outcomes.
- 4. Leading the preparation of students and apprentices:** The Training Manager is tasked with ensuring competitors are well-prepared and positioned to excel at the highest level in international competitions. The goal is to achieve a Medallion for Excellence or a medal, a benchmark of top-tier performance. Through tailored coaching, advanced skills training, and strategic mentorship, the Training Manager plays a pivotal role in shaping a new generation of skilled professionals who can confidently compete and succeed on the world stage.
- 5. Coordinating national and global networks for high-impact training:** The Training Manager will coordinate and mobilise support across the UK sector networks to design and implement a high-impact training programme that drives excellence and innovation. As well as building strong relationships within the global WorldSkills community. The Training Manager will provide effective leadership, influence international peers, and uphold the UK's reputation as a leader in world-class skills development.
- 6. Enhancing the UK's position in international competitions:** A critical goal of the Training Manager is to elevate the UK's standing on the global stage, with a strategic focus on excelling in international skills competitions. This involves positioning the UK among the top 10 nations overall and striving for a top 5 in the skills competition you represent. By implementing rigorous training programmes and fostering a culture of excellence, the Training Manager ensures that UK competitors are equipped to outshine their international peers, solidifying the UK's reputation as a global leader in vocational and technical education.
- 7. Gathering insights from international benchmarking:** The Training Manager is responsible for staying at the forefront of global skills development by actively engaging in international benchmarking. This involves analysing the most successful training systems worldwide, identifying innovative methods and strategies. By doing so, the Training Manager enhances the competitiveness of UK talent, equipping students and apprentices with cutting-edge skills that benefit not only their careers but also drive productivity and innovation for employers and contribute to the wider economy's growth.



# Commitment

time required to fulfil the expectations of the role

Programme outline		Duration
Standards development	Articulating and reporting on insights gained to support development of standards and assessment practices and mainstream international best practices, as commissioned by WorldSkills UK.	Up to 8 days
Training and development	Design and delivery of specialist training to competitors over the course of this 18-month programme to accelerate skill development in preparation for international competition. These days are organised and delivered at your discretion based upon time and availability.	Up to 58 days
Competition preparation	The programme of continuing professional development is delivered through WorldSkills UK boot camps, supported by online calls over the course of the 18-month programme.	Up to 12 days
Competition participation	Support of competitors at international competitions (dependent on whether the skill is entered for WorldSkills/ EuroSkills) over the course of the 18-month programme.	Up to 22* days
<b>Maximum days commitment</b>		<b>100</b>

Programme outline	Overview of maximum requirement in days			Total days
	Phase 3 (Feb 2025 – March 2025)	Phase 4 (Apr 2025 – March 2026)	Phase 5 (Apr 2026 – Sept 2026)	
Standards development	1	4	3	<b>8</b>
Training and development	3	30	25	<b>58</b>
Competition preparation and professional development	3	5	4	<b>12</b>
Competition participation	0	10*	12*	<b>22</b>
<b>Subtotal</b>	<b>7</b>	<b>49</b>	<b>44</b>	<b>100</b>

\* Depending on whether the skill is selected to compete in EuroSkills Herring Sept 2025 and/ or WorldSkills Shanghai Sept 2026

# What we are looking for

## candidate criteria

### Knowledge and Experience:

Can you demonstrate a high degree of competence in at least three of the following areas?

- **Outstanding knowledge and understanding:** Expertise in the craft or skill, along with an understanding of industry and educational standards and practices.
- **Performance management:** Experience in monitoring performance, including marking and assessment practices.
- **Motivating diverse groups:** Proven ability to challenge and motivate diverse groups of students and apprentices to achieve success through various teaching methods.
- **Influential networking:** Strong connections within an influential network that can support the planning and delivery of the training programme.

### Special Circumstances:

Can you meet all of the following requirements?

- **Flexible working hours:** Capacity to work outside of normal office hours and the flexibility to work away from home.
- **Employer support:** Full support from your employer to perform the role and participate in the programme.
- **Travel preparedness:** Willingness to travel within the United Kingdom and internationally.
- **Work-life balance:** Ability to balance employment, personal life, and the responsibilities of the Training Manager role.

## specialist technical skills

Please review the candidate criteria against the Specialist Technical Skills required for each vacancy.



# Application process

WorldSkills UK is keen to receive applications from individuals who can fulfil the commitments, with support from their employer and meet the requirements for the Training Manager position.

Review the information and application pack along with the specialist technical skills documentation for each skill. Only applications that are fully completed will be reviewed.

**Stage 1 application submission** Complete the [application form](#) and email your CV (in the file format as follows: skill number, competition name - your full name e.g. 33 Automobile Technology - Anita Barker) to [international@worldskillsuk.org](mailto:international@worldskillsuk.org) by 10am on 26 November 2024.

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**Stage 2 shortlisting** Applications and CVs will be reviewed from 26 to 29 November 2024.

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**Stage 3 interview** Shortlisted candidates will be invited to join an online interview from 4 to 6 December 2024.

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**Stage 4 interview** Successful candidates will be invited to join an online interview from 12 to 13 December 2024.



## Equity, diversity and inclusion monitoring

As an organisation that is continually striving to ensure it is both diverse and inclusive in all areas of its recruitment and employment processes, we would like to collect some additional details from you. On this basis all applicants are asked to complete an Equity, Diversity and Inclusion Monitoring Questionnaire at <https://www.surveymonkey.com/r/trainingnetworkmonitoring>

This information is classed as sensitive data and you are not obliged to give it to us. You will not be disadvantaged in any way should you choose not to.

The information you supply is not used to process your application, nor does anyone directly responsible for the selection process ever have access to it. The data is pseudonymised and used to understand how best to meet our equity, diversity and inclusivity targets.



## Our approach to equity, diversity and inclusion

At WorldSkills UK we value equity, diversity and inclusion and recognise that it is critical to our success. WorldSkills UK is an equal opportunities employer that encourages applications from anyone who meets the specific criteria of the post regardless of age, disability, ethnicity, gender, gender reassignment, marital and civil partnership status, pregnancy, religion or belief or sexual orientation.

We particularly encourage applications from those from diverse groups, such as women, members of the BAME and LGBTQ+ communities, to join us as at WorldSkills UK.

We are a member of the Disability Confident Scheme and guarantee interviews to all disabled candidates who meet the minimum criteria for our vacancies, and we are committed to making reasonable adjustments at all stages of the recruitment process for candidates to perform to the best of their ability.



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[www.worldskillsuk.org](http://www.worldskillsuk.org)

