

# Leadership Development Specialist

## Cox Communications

Work in Omaha, Nebraska  
40 hours per week  
Monday-Friday

**Please Note: This position will close and applications will not be accepted after October 05, 2009.**

Contact: Kathleen Tvrdik 11505 West Dodge Road Omaha, NE 68154

### Position Description

You were hardwired for this career! Now you can show off your skills while working in smart, problem-solving environment. Cox is an award-winning company that understands the balance of work and home. Cox is recognized as one of the Top 50 Diversity companies by Diversity Inc., and as one of the Top 100 Training companies by Training Magazine.

Cox offers today's most advanced products and careers. We offer outstanding benefits the day you start, including one of the lowest medical insurance premiums in Omaha. Bring home free Digital Cable, High Speed Internet and discounted home phone service! Best of all, you'll bring home a feeling of pride by working for an industry leader that stands for integrity.

Submit your confidential resume for the career opportunity below.

### Leadership Development Specialist

Analyzes and determines training needs and develops customized training programs and/or identifies appropriate off-the-shelf or vendor training programs for various company business units that will enhance both technical and core competencies across the organization. Evaluates training programs to ensure they are providing the appropriate level of instruction and skills development. Takes part in conducting training programs and constructing training manuals and aids. Consults with business leaders the implementation of short-and long-term workforce planning strategies and programs that are consistent with CCI's business plan.

Work Location: 11505 West Dodge Road

Reports to: Manager, Training and Development

Pay Range: Min: \$57,060.84 Mid: \$71,275.56

Work Days: Monday-Friday, 8:00am-5:00pm

### Position Duties:

- Under limited direction, applies adult learning principles, theories and concepts to work activities and complex projects.
- Sphere of influence (audience) is system and functional business leaders.
- Facilitates core curriculum for leadership and professional development.
- Provides program management for; needs assessment; implementation, delivery and tracking of training projects; making enhancements to curriculum.
- Maintains depth and breadth of knowledge and experience across areas of leadership development.
- Certified in and manages multiple programs and/or multiple performance interventions.

- Serves as a consultant to determine appropriate leadership/professional development plan of action.
- Contributes to the development of training materials to meet local needs.
- Leads small to mid size projects with system impact.
- Transfers knowledge and skills to developing team members through coaching and mentoring.
- Manages a system level leadership/professional development learning community.
- Participates in leadership development training network by delivering training at locations as a shared resource.
- Represents Cox at professional organizations and conferences.
- Markets and communicates training products, services, methodologies and success stories

**Knowledge, Skills, and Abilities:**

- Knowledge and application of business drivers.
- Implementing change management initiatives.
- Knowledge of and ability to model Cox Leadership brand.
- Systems thinking approach.
- Understanding the current and future climate of the industry.
- Knowledge of current and emerging learning theory trends.
- Consistent use of level 1 and 2 evaluations.
- Collects, analyzes and generates quarterly reports from level 3 and level 4 data on courses and programs to sponsors/stakeholders and senior leadership.
- Summarizes, analyzes and recommends revisions to learning/performance interventions based on evaluation data.
- Knowledge of various types of learning evaluation methods and tools.
- Ability to link the program results to business strategy at the system level

**Education and Experience:**

- Bachelor degree required.
- Minimum of 5 years related work experience in facilitating and delivering leadership/professional development courses in a business environment.
- Minimum of 3 years in a supervisory position in order to apply leadership/professional development principles.
- Experience in leading blended learning events

**Physical Requirements:**

- Stand, walk, talk, hear and reach with hands and arms.
- Regularly required to lift weights of up to 25 pounds, and frequently required to lift weights of up to 50 pounds.
- May occasionally be required to travel between Cox locations for professional development and/or to support other training and organization development deliveries.
- Required to have close vision, distance vision, color vision, peripheral vision, depth perception and hand to eye coordination to perform job duties.

Cox offers an outstanding benefits package including generous tuition reimbursement, company funded pension plan and a 401(k) plan. We also offer competitive compensation and an opportunity for professional growth and advancement.

While we genuinely appreciate your interest in employment with Cox Communication, we can only respond to the most qualified candidates. Cox Communications, Inc. and its subsidiaries are Equal Opportunity Employers. We have a tradition of encouraging a wide diversity of talents through a broad range of hiring practices. Please note those individuals submitting resumes online or by mailing a resume are not considered an applicant for employment until an online employment application form is completed.

Apply online at: <http://careerlink.com/0/1/6/3/po/001427f.htm>

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