



HEXAGON

JOB POSTING

Job Title: Director, Hexagon University (Training)	Job Level: M5	Status: Salary Exempt
Reports To: SVP Human Resources	Department: Human Resources / Training	
Location: Lincoln, NE	Post Date: November 2019	

Job Summary:

Develops and implements global learning and development strategic plans, aligning programs with business goals and objectives. Directs the planning, development, implementation and administration of all learning and development programs and initiatives through Hexagon University. Develops long-range goals and objectives through effective needs assessment. Builds and analyzes the return on investment of program offerings and takes necessary action to meet departmental objectives.

Duties and Responsibilities:

- Responsible for developing the long-range strategic plan and yearly operating plan for learning and development programs through Hexagon University.
- Direct the establishment of all learning and development policies and procedures to include evaluating the most effective and cost-efficient ways to deliver relevant training to people throughout the organization.
- Ensure an annual needs assessment process is performed. Information to be used to plan for future learning and development offerings and resource allocation.
- Responsible for development and delivery of all necessary curriculum (instructional design) through the Hexagon University.
- Organize and develop training manuals, reference library, evaluation procedures, multimedia aids and other education material.
- Provide performance consulting for internal customers.
- Establish, implement and monitor all appropriate performance metrics for learning and development (examples include training hours per person, etc.).
- Establish functional and reliable training systems (E-learning, curriculum plans, enrollment process, reporting procedures, needs forecasting, training formats and schedules, and evaluation).
- Utilize a variety of multi-media software and applications (video, voiceover, photo, etc.) for utilization in training programs – e-learning and other.
- Establish and manage annual operating budgets for appropriate functional areas.
- Actively participate in Talent Audit/9-Box process with the senior management team to ensure development is aligned with this process.
- Establish outreach and partnerships with other organizations and institutions – best practice/benchmarking, appropriate suppliers (consultants, assessment providers, colleges and universities, etc.) and coordinate training courses with these organizations/providers.
- Research industry trends, new technologies, concepts, and techniques to update current training curriculum.
- Create and maintain brand and marketing for Hexagon University that creates excitement and energy internally with our people.
- Other duties as assigned or required to fulfill and honor Hexagon's Vision, Purpose and Values.

Supervisor Responsibilities:

- TBD

Education & Qualifications:

- Bachelor's Degree. Master's or MBA Preferred
- Minimum of 10 years' experience in Learning and Development – including instructional design of curriculum and adult learning theory.
- Experience in "best company to work" practice and culture development.
- Multi-National/International experience is required
- Lean or Six-Sigma experience preferred.
- Bi-lingual: English and German desired.

Hexagon Lincoln provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, affiliation, national origin, age, disability or genetics.



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- Advanced skills in Microsoft Suite of applications (Word, PowerPoint, Excel) and HRIS/HRM systems
- Candidate must have US work authorization and Valid Passport (or ability to obtain) to be considered for this position.

Knowledge, Skills and Abilities:

- Energetic, forward-thinking and creative individual with high ethical standards and demonstrated professional image.
- A strategic visionary with sound technical skills, analytical ability, good judgment and strong operational focus.
- A well-organized and self-directed individual who is "politically savvy" and a team player.
- Solid decision making with ability to possess a "big picture" perspective and desire to "roll-up their sleeves".
- An intelligent and articulate individual who can relate to people at all levels of an organization and possesses excellent communication skills.
- Must have strong problem-solving skills and a desire to create solutions.
- Ability to influence and build credibility at all levels and establish collaborative working relationships;
- Desire to produce results, prioritize and perform a variety of tasks on short notice with demanding deadlines and shifting priorities with ability to work under pressure.
- Proven ability to execute in a fast-paced, complex, decentralized and geographically diverse organizational structure.
- Excellent networking and interpersonal skills as well as strong organizational skills and initiative.
- Effective interpersonal, oral and written communication skills with the ability to professionally interact with internal and external customers. Establish and maintain rapport with diverse levels within company.
- Ability to write correspondence that conforms to prescribed style and format.
- Must have the ability to work in sensitive and confidential situations.
- Ability to define problems, collect data, establish facts, and draw valid conclusions with ability to deal with abstract and concrete variables.

Physical Demand & Work Environment:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is frequently required to sit for long periods of time at a computer and use hands to finger, handle, or feel. The employee is moderately required to stand, walk, reach with hands and arms; stoop, kneel or crouch; talk and hear. The employee may occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, and ability to adjust focus.
- Must be able to travel up to 50% of the time both domestically and internationally. This position may work in the plant and outdoors in the field, therefore subject to all weather conditions sometimes to include extreme cold and heat. The work described while working in the plant or field will require wearing all PPE depending on circumstance which may include: safety glasses, hard hat, ear protection, leather gloves, safety vest and steel toed footwear.

Apply

Internal Applicants:

Complete an internal application and submit it to Human Resources

External Applicants:

Email your resume to: applymp@hexagongroup.com OR mail your resume to:

Hexagon USA Holdings, LLC

Attn: Manager, Talent Acquisition

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