



People Developer

SINGITA MANAGEMENT COMPANY

Key Responsibilities

The main purpose of the People Developer is to drive the development initiatives and focus on building the internal talent pipeline of Singita across the different offices & properties, in line with Singita Standards of Excellence and Performance.

- Report to the People Development Manager.
- Develop, facilitate and deliver internal training and development, both on-site and remotely (includes leadership, soft skills, and technical training).
- Assume the role of Lead Mentor for ear-marked internal talent to support succession planning.
- Coordinate and align external training providers' material and content.
- Conduct and facilitate skills gap analysis, in the interest of business and individual training and development strategies and plans.
- Support with the administration of the Singita Academy as required.
- Support with the administration of the Learning Management System (by creating, uploading, and managing learning materials).
- Monitor, support, and report on Singita Mentorships, Learnerships, and Programmes.
- Conduct ongoing research and trend analysis to support simplified, relevant, and effective learning and development.
- Support with internal accreditation, facilitation, and moderation (QCTO or other) will be advantageous.

Skills & Experience

- Working experience in hospitality as well as in developing people and delivering training.
- Working knowledge of the HR disciplines is advantageous.
- Accuracy and professionalism in verbal and written skills.
- Relevant tertiary qualification will be highly advantageous.
- Excellent command of the English language.
- Well-versed in Microsoft Word, Excel, and PowerPoint.
- Experience working on a LMS (Learning Management System) will be advantageous.
- Accreditation as a facilitator and moderator will be advantageous.
- Skilled in developing and providing training for both remote and in-person facilitation.
- Demonstrate a proven desire to, and experience in growing others.
- Thrive in dedicating time and energy into individuals and curating their development plans in order to set them up for success.
- Comfortable interacting with people at all levels within an organisation.
- Flexible and comfortable traveling to all Singita lodges and offices.
- Have strong interpersonal and communication skills.
- Have a strong sense of responsibility, conscientiousness, and reliability.
- Naturally empathetic, supportive, inclusive, collaborative, appreciative and understanding of African culture.
- Resourceful, innovative, enthusiastic, and creative.
- Ability to listen, guide and lead where necessary.

To apply email your CV to SMCcareers@singita.com or visit:

www.singita.com/about/careers