

JOB OPENING



Do You Want to Make a Difference?

Training and Development Specialist

If you have a passion for helping people learn and grow in their careers, and you're skilled in designing and implementing effective training materials and processes, come join the Village Super Market team.

Currently, Village Super Market operates a chain of 30 ShopRite stores, 18 of which are located in northern New Jersey, eight in southern New Jersey, one in New York, two in Maryland and one in northeastern Pennsylvania. The Company is a member of Wakefern Food Corporation (Wakefern), which is the largest retailer-owned cooperative in the United States.

We are in the process of building a strong foundation to develop and enhance the skills and knowledge of our supermarket associates at all levels of the organization. At the same time, we are creating career development processes to build internal talent to grow the organization, open new stores, and be the best in our industry.

You will be responsible for creating training tools and processes, developing and conducting train-the-trainer programs, and coordinating career development programs and activities. You will support the design and implementation orientation, training and onboarding programs for Store Managers, Asst. Store Managers, Department Managers, and individual contributors in our stores. You will additionally provide project support to the Director on a wide variety of initiatives from leadership conferences to performance evaluation and talent processes.

The ideal candidate for this intermediate-level role possesses the following:

- 3-5 years of experience in an entry-level HR or Training capacity
- Knowledge of learning and development processes and practices
- Ability to design instructional materials and support tools
- Strong writing skills
- Strong MS Office knowledge and skills including presentation development, graphic design sense (brochures, poster), and related training materials design
- Good communication and facilitation skills, including one-to-one, small and large group settings
- Ability to coach and develop others
- Effective teamwork and collaboration skills with strong focus on partnering with other departments
- Demonstrates initiative, creativity, and effective problem solving skills
- Managing multiple priorities and projects with varying priority levels
- Bachelor's degree in Learning and Development, HR, Communications, or related field desirable

We are living our **Purpose – To Care Deeply about People, Helping them to Eat Well and Be Happy**. This Purpose guides everything we do and is why we are in business. We are using our service priorities - Safety, Friendliness, Presentation, and Efficiency - to help us make decisions at work every day and are critical to the success of our business goals.

SEND RESUME TO:

Bruce Morbit

Director, Training & Development

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