

JOB POSTING NOTICE



POSITION: Bank Trainer

LOCATION: Sulphur Springs, TX

SCHEDULE: Monday - Friday 8:00 am - 4:30 pm

POSITION PURPOSE

The Bank Trainer focuses on designing, developing, and delivering high-impact training programs tailored to adult learning principles and rooted in the bank's customer-first culture. This role requires outstanding communication skills, visual storytelling ability, and a deep understanding of how to align training initiatives with operational goals and customer service standards

SKILLS, KNOWLEDGE, AND PHYSICAL REQUIREMENTS

- Ability to read, write, and speak the English language; bilingual helpful.
- High School diploma(or equivalency) and knowledge of specialized principles that would be obtained through a formal four (4) year academic program; or a combination of education and experience providing equivalent knowledge.
- Requires five (5) years of experience in banking, financial services, or a training role; 3 years preferred within Alliance Bank.
- Proven experience in designing and delivering curriculum with tools such as Canva and Microsoft Office Suite.
- Advanced formatting, visual design, and presentation skills.
- Excellent interpersonal, verbal, and written communication abilities.
- Ability to facilitate training to diverse audiences with confidence and empathy.
- High attention to detail and organizational skills, with the ability to manage multiple projects.
- Comfortable with public speaking and group facilitation.
- Willingness to travel within the Alliance Bank network as needed.
- Knowledge of state and federal regulations.
- Knowledge of Alliance Bank's loan policies, procedures, products, and services.
- Schedules are prepared based on business need and are subject to change at any time. This may include the need for evenings, weekends, or holiday coverage.

ESSENTIAL FUNCTIONS AND BASIC DUTIES

- Personify Alliance Bank's mission statement of **The best in all we do.**
- Develop, design, and maintain dynamic training materials using Canva, Microsoft Office, and e-learning platforms.
- Build engaging learning content - workshops, interactive modules, role-play scenarios, videos, manuals, presentations - that supports diverse learning styles.
- Collaborate with subject matter experts to ensure content accuracy, relevance, and alignment with compliance and bank-wide objectives.
- Deliver effective onboarding, product knowledge, systems, and soft skills training for new and existing employees across all departments.
- Create a welcoming, high-energy training environment that promotes active participation and learning retention.
- Ensure trainees understand and embody the behaviors, communication style, and service mindset expected by our brand.
- Assess the effectiveness of training through feedback, testing, and performance metrics.
- Refine learning materials and delivery methods based on data and evolving business needs.
- Support career development initiatives and succession planning through custom learning paths.
- Play a vital role in launching new products, processes, and systems by developing and implementing aligned training initiatives.

**This is a summary of the requirements and essential functions.
The full job description is available upon request.**

Qualified applicants should submit a resume to HR@Alliancebank.com.



AN EQUAL OPPORTUNITY EMPLOYER