

Role: Recruitment and Learning & Development Partner
Salary: £48,557 p.a.
Location: Hybrid Working – Remote / London
Contract Type: Full-time, Permanent

How to Apply

If you believe that you are the right person for this role, please submit your CV and Cover Letter to Tenisha Ekwe (tekwe@rcoa.ac.uk) by **Friday 21 November 2025**.

Please note that the closing date is subject to change, depending on the success of the recruitment process.

About You

You are an experienced professional with a strong background in Learning and Development, including designing and delivering impactful training plans and managing the end-to-end recruitment process.

You are confident in using e-learning platforms and digital learning tools, and you can demonstrate innovative approaches to identifying learning gaps and creating engaging solutions.

Highly collaborative by nature, you build strong relationships across all levels of the organisation and manage competing priorities effectively.

The successful candidate will bring excellent organisational and communication skills, strong active listening and coaching abilities, an innovative, creative mindset and a proactive approach to driving growth and development.

About the Role

This is a unique role that connects Learning and Development with Recruitment to ensure the College not only attracts and hires the right people but also supports their ongoing professional growth.

As part of our People and Culture Team, you will play a key role in shaping and delivering the College's Learning and Development framework and initiatives, fostering a culture of continuous learning and building on our inclusive approach to recruitment.

You will lead on recruitment and the design and delivery of learning interventions that strengthen organisational resilience. This includes maintaining strong candidate engagement throughout the recruitment process. You will also create a positive experience from initial contact to onboarding. You will be partnering with managers to provide the tools and guidance needed to attract, hire, and develop high-performing talent.

Key tasks and responsibilities include (but are not limited to):

- First point of contact for employees on queries relating to Learning and Development
- Define and deliver a learning needs analysis and plan for the College
- Take a creative and innovative approach to the design and delivery of related learning programmes, using best practice methods to get the most value from the College's resource
- Lead on creative design and delivery of EDI related learning
- Manage the end-to-end process for all vacancies within the College
- First point of contact for all recruitment queries and advice

- Provide hiring managers with advice on the recruitment and selection process from role release through to offer, in line with the College's Recruitment Policy, promoting EDI at all times.

The Package

This is a full-time, permanent position with a competitive employee benefits package, which includes (but is not limited to):

- 31 days of annual leave, plus bank holiday
- 1 additional paid day of leave for the purpose of celebrating your birthday
- Healthcare support through Benenden Health
- Up to 12% pension contribution
- Hybrid and flexible working
- Wellbeing hour once a week
- Cycle to work and employee discounts schemes
- Training and development opportunities
- Access to Mental Health First Aiders and Employee Assistance Programmes

About the College

The Royal College of Anaesthetists is the professional body responsible for the specialty throughout the UK. We are the third largest medical royal college in the UK by membership. With a combined membership of more than 24,000 Fellows and Members, we ensure the quality of patient care by safeguarding standards in the three specialties of anaesthesia, intensive care and pain medicine.

At RCoA diversity, equality and inclusion is an integral part of our culture so it is important to us that this is reflected in everything that we do. We welcome applications from all individuals irrespective of age, race, gender, sexual orientation, ethnicity, religion or belief, disability, marital status, or parental responsibilities to ensure we actively embrace an inclusive and representative culture that encourages, supports, and celebrates our differences.

Unfortunately, due to the volume of applications, we are unable to provide detailed feedback to candidates on their application. Only short-listed applicants will be contacted after the closing date. Please note that the closing date is subject to change.

If you have any questions or would like more information about this opportunity, please contact: tekwe@rcoa.ac.uk

Applicants must reside and have the right to work in the UK. No agencies please.