



## Candidate Information

<b>Position:</b>	Digital Learning Developer (Maternity Cover)
<b>School/Department:</b>	Faculty Office AHSS
<b>Reference:</b>	23/110662
<b>Closing Date:</b>	Monday 27 February 2023
<b>Salary:</b>	£35,333 - £42,155 per annum
<b>Anticipated Interview Date:</b>	Thursday 23 and Monday 27 March 2023
<b>Duration:</b>	Fixed Term 12 Months

### JOB PURPOSE:

The purpose of the job role is to support the implementation of the University's Digital Learning Programme in line with Faculty priorities, by supporting staff and students to utilise an enhanced digital learning environment and VLE platform (Canvas). To support/lead the development of distance and blended learning programmes. To support projects to improve the digital capabilities of students and staff in the Faculty.

### MAJOR DUTIES:

1. In line with Faculty priorities, to lead and support the development and implementation of digital resources for distance and blended learning in Schools in AHSS.
2. Provide specialist, professional advice and support to academic and teaching staff on curriculum development, teaching, learning and assessment, with a focus on digital learning, technology-enhanced learning and connected learning.
3. Contribute to the design, development and evaluation of digital learning resources (including multimedia) for distance and blended learning programmes in the Faculty.
4. Work closely with academic colleagues, using sound pedagogical understanding, to identify challenges for digital learning, carry out detailed analyses of any issues and test and evaluate innovative solutions which will have an impact across the Faculty.
5. Identify support needs of academic staff who are moving from face-to-face teaching to an online or blended model, and contribute to the development and delivery of staff development activities tailored to their requirements.
6. Keep abreast of developments in the field of digital learning and participate in communities of practice that informs policy and practice in digital learning.
7. Participate in and/or lead assigned projects or contribute to larger faculty-wide projects in areas related to digital learning to deliver specific objectives within agreed deadlines, ensuring professional and quality service standards are maintained.
8. Service, support and have membership of a number of Faculty committees/working groups which contribute to strategy and the development of practices and policies in relation to curriculum development, teaching, learning and assessment, including digital learning including drafting policies and guidelines.
9. Deliver own work to a high-quality standard as part of the Faculty of Arts Humanities and Social Sciences and exploit opportunities for a joined up approach with other academic support units and Schools.
10. Carry out other duties which are appropriate to the post as may be reasonably requested by the Faculty leadership team.

### ESSENTIAL CRITERIA:

1. Degree or equivalent qualification.
2. A minimum of three years' experience related to learning and teaching in a formal education setting with recent, relevant experience related to digital learning and assessment, technology-enhanced learning and / or instructional design.
3. Experience of designing, developing and evaluating digital learning resources/content (including multimedia) for blended and/or distance learning courses that have enhanced academic practice and the student experience.
4. Experience of providing specialist, professional advice, support and/or training with regards to distance and blended learning.
5. Excellent project management skills and experience of managing own work.
6. Sound pedagogical understanding and experience of instructional design methodologies.
7. Knowledge of web standards and legislation with regards to accessibility and data protection.

8. Professional engagement with current practice and developing knowledge in the domain of digital learning.
9. Strong IT/digital development skills including:
  - Excellent knowledge of Office 365 package and apps.
  - supporting the use of and developing content for VLEs.
  - HTML coding.
10. Well-developed analytical and problem-solving capability.
11. Excellent communication skills (written and oral).
12. Excellent team working skills.