



POSITION DESCRIPTION

Faculty of Architecture, Building and Planning

Digital Learning Designer (Built Environments Learning + Teaching)

POSITION NO	0057654
CLASSIFICATION	Senior Tutor (Level A)
SALARY	\$77,171 - \$104,717 per annum Level of appointment is subject to qualifications and experience
SUPERANNUATION	Employer contribution of 17%
WORKING HOURS	Full-time (1 FTE)
BASIS OF EMPLOYMENT	Fixed term for 2 years
OTHER BENEFITS	https://about.unimelb.edu.au/careers/staff-benefits
HOW TO APPLY	Online applications are preferred. Go to http://about.unimelb.edu.au/careers , select the relevant option ('Current Opportunities' or 'Jobs available to current staff'), then find the position by title or number.
CONTACT FOR ENQUIRIES ONLY	A/Prof Kate Tregloan Associate Professor Teaching and Learning: Associate Dean (Teaching and Learning) Built Environments Learning + Teaching (BEL+T) msd.unimelb.edu.au/belt T: +61 3 8344 9986 E: k.tregloan@unimelb.edu.au

For information about working for the University of Melbourne, visit our website:
about.unimelb.edu.au/careers

Position Summary

The Faculty of Architecture, Building and Planning at the University of Melbourne seeks to appoint a **Digital Learning Designer**, Built Environments Teaching + Learning (BEL+T) group.

The successful candidate will join the BEL+T group. BEL+T is an academic group, established in 2018 within the Faculty of Architecture Building and Planning to focus on the delivery of excellent education in built environment disciplines, informed by excellent research. The Faculty has committed positions and resources to review, adapt and support effective teaching and learning for built environments disciplines. The Faculty's teaching modes include studio teaching, tutorial and lecture-based formats, and have extended to include flipped, blended and dual delivery approaches, supported by the design of templated LMS approaches, and development of digital learning tools and on-line modules.

This is a great opportunity to apply digital learning design expertise alongside creative approaches to pedagogy. It will draw on a thorough understanding of digital platforms, tools and data for learning, and contribute to a program of innovative subject and teaching practice development. This fixed-term academic position will support the delivery of related BEL+T projects, including through the BEL+T site and its updates. Documented approaches will build upon previous work by the group, and by faculty colleagues through Flexible Academic Programming and Learning and Teaching Initiative grants etc. Outcomes will be transferrable to other subjects across the Faculty and disseminated through research outcomes.

The successful applicant will work closely with the BEL+T group lead A/Prof Kate Tregloan, and with other group members.

The BEL+T site can be found here: <https://msd.unimelb.edu.au/belt>

1.1 KEY RESPONSIBILITIES

- ▶ Support project activities of the Built Environments Learning + Teaching (BEL+T) group, working with the BEL+T group lead (CI).
- ▶ Contribute to subject and curriculum development projects with a focus on the design of digital resources, and innovative approaches that support transformative student learning
- ▶ Design, document and produce best-practice standards; apply best-practice usability and accessibility principles for all design outcomes; and engage in continuous improvement with a focus on teaching quality
- ▶ Consult with ABP staff and with BEL+T colleagues to contribute to effective Canvas site design and building, including delivery of tailored digital learning resources for built environments disciplines.
- ▶ Support academic practice development through consultations, workshops and production of guidance resources
- ▶ Support the evaluation of projects and initiatives to inform evidence-based practice, and contribute to delivery of research publications and outcomes, and/or to presentations relevant to the area of focus
- ▶ Keep up-to-date with emerging approaches in learning design and digital content production in the higher education context
- ▶ Liaise with University IT, Learning Environments and other relevant groups the Faculty and University to inform this work focus, and identify relevant contexts and influences
- ▶ Occupational Health and Safety (OH&S) and Environmental Health and Safety (EH&S) responsibilities as outlined in Section 4.

2. Selection Criteria

2.1 ESSENTIAL

- ▶ A relevant qualification and/or experience focused on the application of learning design theory in practice
- ▶ Proven skills and experience in learning and assessment design, digital pedagogies and educational innovation with a focus on student-centred learning experiences and resources.
- ▶ Expertise in digital learning tools and practices for innovative outcomes, including Canvas LMS and integration with other platforms, and with content creation systems and associated tools such as Articulate 360
- ▶ Experience with blended learning, digital or hybrid pedagogies, and the use of digital tools in higher education settings
- ▶ Excellent visual, written and oral communication skills
- ▶ Excellent organisational and project management skills
- ▶ Demonstrated ability to work both independently and collaboratively and to engage positively with other people
- ▶ Experience with the production of digital learning resources that include but are not limited to the use of video and multimedia production techniques.

2.2 DESIRABLE

- ▶ Teaching or tutoring experience, particularly in a Faculty of built environment disciplines and/or with studio pedagogies.
- ▶ Experience or applied research training in a built environment or education-related field, or for information technologies
- ▶ Experience with collaborative applied research projects as part of a team across institutions and/or disciplines

2.3 OTHER JOB-RELATED INFORMATION

- ▶ This position requires the incumbent to hold a current and valid Working with Children Check.

3. Special Requirements

This position requires the incumbent to hold a current and valid Working with Children Check.

4. Equal Opportunity, Diversity and Inclusion

The University is an equal opportunity employer and is committed to providing a workplace free from all forms of unlawful discrimination, harassment, bullying, vilification and victimisation. The University makes decisions on employment, promotion and reward on the basis of merit.

The University is committed to all aspects of equal opportunity, diversity and inclusion in the workplace and to providing all staff, students, contractors, honorary appointees, volunteers and visitors with a safe, respectful and rewarding environment free from all forms of unlawful discrimination, harassment, vilification and victimisation. This commitment is set out in the University's People Strategy 2015-2020 and policies that address diversity and inclusion, equal employment opportunity, discrimination, sexual harassment, bullying and appropriate workplace behaviour. All staff are required to comply with all University policies.

The University values diversity because we recognise that the differences in our people's age, race, ethnicity, culture, gender, nationality, sexual orientation, physical ability and background bring richness to our work environment. Consequently, the People Strategy sets out the strategic aim to drive diversity and inclusion across the University to create an environment where the compounding benefits of a diverse workforce are recognised as vital in our continuous desire to strive for excellence and reach the targets of Growing Esteem.

5. Occupational Health and Safety (OHS)

All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

OHS responsibilities applicable to positions are published at:

<http://safety.unimelb.edu.au/people/community/responsibilities-of-personnel>

These include general staff responsibilities and those additional responsibilities that apply for Managers and Supervisors and other Personnel.

6. Other Information

6.1 THE FACULTY OF ARCHITECTURE, BUILDING AND PLANNING (ABP)

The Faculty of Architecture, Building and Planning is the leading educational and research institution in the Asia-Pacific region addressing the design and realisation of inhabited environments. The Faculty actively seeks to extend the linkages between education, research and practice in the built environment, and maintains excellent and extensive relationships with members of the built environment professions, government, professional associations and the wider community.

The Faculty has nearly 200 staff and approximately 3000 students, one third of whom are international. It is responsible for the University's undergraduate Bachelor of Design degree, and offers majors in architecture, landscape architecture, property, construction, and urban planning.

The Faculty's graduate school, the Melbourne School of Design teaches accredited masters courses across the professional disciplines of Architecture, Construction Management, Landscape Architecture, Property, Urban Design and Urban Planning.

The MSD is distinctive from its competitors in its aim to inspire learning through interdisciplinary reflection, and its integration of research, teaching, and practice around the implications of all forms of urbanisation. With opportunities to engage in advanced studio and seminar-based learning and research, MSD students develop new perspectives,

critical reflection, and modes of action to address the environmental, social and aesthetic challenges in producing sustainable centres of habitation, locally and internationally. Students take part in field trips which examine the global context of habitable environments.

The Faculty has an international reputation for excellence in research and research training and is a leader in built environment and urban research. Faculty staff are actively engaged in collaborations and partnerships both locally and globally, to produce research that responds to major social, economic and environmental challenges, as well as fundamental research into the built environment in Australia and the Asian region. Researchers address key issues, such as mitigation of natural disasters, climate change, sustainability, the future of cities, population growth and urban density; leading debate in many of these areas. The Faculty also contributes definitive knowledge and understanding of the history, conservation and heritage of the built and natural environment, built environment practice and management, urban morphology and design research. The Faculty draws its research strength in part from its capacity to work in the multidisciplinary frame of its various built environment disciplines, as well as with colleagues in health, engineering, education, history and social sciences.

Through the MSD, we provide the highest quality research training environment, attracting the best and brightest future researchers from around the world. PhD and MPhil students have access to innovative professional development programs and generous funding support, along with excellent facilities and resources. MSD's PhD and MPhil graduates are well-rounded professionals, critical thinkers and future research leaders.

The Faculty has built strong research foundations by valuing and developing its people, rewarding excellence, and fostering a culture of enquiry, creativity and outstanding scholarship.

More information about ABP / MSD can be found at: <http://msd.unimelb.edu.au>

6.2 THE UNIVERSITY OF MELBOURNE

Established in 1853, the University of Melbourne is a leading international university with a tradition of excellence in teaching and research. The main campus in Parkville is recognised as the hub of Australia's premier knowledge precinct comprising eight hospitals, many leading research institutes and a wide-range of knowledge-based industries. With outstanding performance in international rankings, the University is at the forefront of higher education in the Asia-Pacific region and the world.

The University employs people of outstanding calibre and offers a unique environment where staff are valued and rewarded.

Further information about working at The University of Melbourne is available at <http://about.unimelb.edu.au/careers>

6.3 GOVERNANCE

The Vice Chancellor is the Chief Executive Officer of the University and responsible to Council for the good management of the University.

Comprehensive information about the University of Melbourne and its governance structure is available at <https://about.unimelb.edu.au/strategy/governance>