Position Description – Senior Manager, Learning Design and Development

Position Details

Position Title:	Senior Manager, Learning Design and Development
Position Number:	TBC
College/Portfolio:	College of Design and Social Context
School/Group:	Learning & Teaching
Campus Location:	Based at the Melbourne City Campus but may be required to work and/or be based at other campuses of the University.
Classification:	HEW 10
Employment Type:	Continuing
Time Fraction:	1.0

RMIT University

RMIT is a leading multi-sector university of technology, design and enterprise with more than 91,000 students and 11,000 staff globally. We offer postgraduate, undergraduate, vocational education and online programs to provide students with a variety of work-relevant pathways.

Our purpose is to offer life-changing experiences for our students, and to help shape the world with research, innovation, teaching and industry engagement. With strong industry connections forged over 130 years, collaboration with industry remains integral to RMIT's leadership in education, applied and innovative research, and to the development of highly skilled, globally-focused graduates.

With three campuses in Melbourne (Central Business District, Brunswick and Bundoora), two in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain, RMIT is a truly global university. RMIT also offers programs through partners in Singapore, Hong Kong, mainland China, Indonesia, Sri Lanka, Belgium, Germany, Austria and The Netherlands, and enjoys research and industry partnerships on every continent.

We are also committed to redefining our relationship in working with and supporting Aboriginal self-determination. Our goal is to achieve lasting transformation by maturing our values, culture, policy and structures in a way that embeds reconciliation in everything we do. We are changing our ways of knowing, working and being to support sustainable reconciliation and activate a relationship between Indigenous

and non-Indigenous staff, students and community. Our three campuses in Melbourne (City, Brunswick and Bundoora campuses) are located on the unceded lands of the people of the Woi Wurrung and Boon Wurrung language groups of the eastern Kulin Nation

We're proud to share with you:

- The launch of our second **Reconciliation Plan for Dhumbah Goorowa– a "commitment to share" - an important step in our reconciliation journey.**
- RMIT University is an **Athena SWAN** member with Bronze Award accreditation and the College of Science, Engineering and Health is central to driving improvements in gender equality, diversity and inclusion, particularly in the Science, Technology, Engineering, Mathematics and Medicine (STEMM) disciplines.
- RMIT was placed **10th in the 2019 Randstad Employer Brand Research Awards**, up five spots from 2018.
- We were named as an **Employer of Choice for Gender Equality** by the Workplace Gender Equality Agency in 2019.
- We achieved **Gold Employer status for LGBTIQ** inclusion in the Australian Workplace Equality Index (AWEI) in 2018 and now in 2019.
- We were recognised as a **top five employer in 2018 for workplace accessibility** with the Australian Network on Disability.

RMIT Standings in university rankings

RMIT has a deep commitment to innovation, research and teaching, we are a 5-Star university under the QS Stars international evaluation system and are **238th globally in QS World University Rankings 2020** (moved up 12 places compared to 250th last year), being also 32nd in the world among universities less than 50 years old (2014 QS Top 50 Under 50 index). Additionally:

- In the 2019 QS World University Rankings by Subject, RMIT was positioned 12th in the world (highest ranked in Australia) in Art and Design, 22nd in the world (fourth highest in Australia) in Architecture and the Built Environment, and 37th in Media and Communications. We are also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Mechanical, Mechanical, Aeronautical and Manufacturing); Accounting and Finance; and Business and Management Studies).

- In the 2018 QS Rankings by Subject, RMIT was ranked 11th in the world and number one in the Asia Pacific for Art and Design, and 26th in Architecture and the Built Environment. RMIT is also among the world's top 100 universities in Engineering (Civil and Structural; Electrical and Electronic; and Computer Science and Information Systems); Accounting and Finance; Business and Management Studies; and Communication and Media Studies. The 2018 Shanghai Ranking's Global Ranking of Academic Subjects highlighted RMIT's strength in Engineering and Technology in particular.

- In the specialised rankings, RMIT is ranked 77th in the QS Graduate Employability Rankings 2020 and 82nd in the inaugural Times Higher Education University Impact Rankings 2019.

- RMIT also ranks in the world's **top 400** in the 2019 Academic Ranking of World Universities and in the world's **top 400** in 2020 Times Higher Education World University Rankings.

For more information, visit rmit.edu.au/about

College/Portfolio/Group

Program and Digital Development

Future-focused, discipline specific, program and course design and development (new and refresh); digital and blended learning; learning design
- Using student-centred principles and practices to create engaging, relevant and informative learning journeys. UX approach.
- UX, SX and digital development in courses and programs

- Purposeful use of educational technology
- Program and course design and development including English Language support
- Curriculum, assessment and pedagogy consultation and evaluation
- Design and embed of micro-credentials in curriculum
- Lead blended learning implementation in the College

Position Summary

The Senior Manager, Learning Design and Development is responsible for the overall leadership of all program and course design, development and digital production in the College. Working closely with the Deputy Pro Vice-Chancellor, Learning and Teaching, they are responsible for the provision of strategic and academic leadership and management of the College Learning and Teaching (L&T) relating to program and digital development for programs and courses, consistent with the University and College strategic plans and objectives. The Senior Manager has responsibility for two teams in the College learning and teaching portfolio, the Learning Design team and Digital Production team, to support course enhancement and program transformation initiatives that align with University and College priorities.

Reporting Line

Reports to: ADVC L&T

Direct reports: 2

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

Appointees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

Key Accountabilities

- Provide strategic advice to the Deputy Pro Vice Chancellor, Learning and Teaching, on all aspects relating to program and course design, development and production.
- Provide thought leadership and strategic direction for the College's learning design, development and production practices to develop innovative and evidence based learning environments that are strategically aligned with best practice, RMIT design principles and L&T policies and procedures and quality frameworks
- Lead and manage two College teams, the Learning Design and Program and Digital Development teams.
- Deliver future-focused, program and course design, development and production including blended learning, the development of learning assets and multimedia and digital resource development
- Oversee the assurance that all programs and courses and digital learning environments are developed within RMIT policy and procedures.
- Develop and lead an efficient process for supporting program and course enhancement in digital and blended learning initiatives that align with University, College and School priorities
- Coordinate and support the development of emerging credentials opportunities and pathways
- Manage continuous improvement by regularly monitoring, reviewing, evaluating and reporting to College Executive on service quality and effectiveness.

- Lead the participation and collaborative approach of the team in College, cross-College and University Learning and Teaching initiatives and deliverables
- Promote and manage connections and relationships for enhancement in Learning and Teaching initiatives within Schools, College learning and teaching teams and key internal partners in the Colleges and the central learning and teaching team.

Key Selection Criteria

- Acknowledged expertise in program and course design, development and production, including pedagogical thinking, flexible learning approaches and innovative digital technologies to shape new learning experiences.
- Highly-developed interpersonal and relationship management skills
- Demonstrated experience in leading teams, mentoring and training teams encouraging 'agile' mindset and best practice outcome and managing performance of staff
- Demonstrated experience of effectively leading complex education-based projects and programs with significant change impact in organisational operational excellence
- Experience in the creation and implementation of effective blended learning design frameworks
- Demonstrated experience with implementing quality learning design processes to enhance student experience
- Demonstrated ability to draw upon new and emerging technologies and practice for the effective application of innovative use of tools and learning and assessment pedagogies
- Substantial knowledge and experience design and the application of innovative strategies for products for diverse learner cohorts
- Demonstrated experience in leading high performing teams and managing performance of staff
- Demonstrated outstanding communication and interpersonal skills, with the ability to lead and work as part of a diverse team and liaise and negotiate with a range of people to achieve agreed outcomes and reconcile different views
- Strong leadership skills and experience in initiating, leading and managing academic and professional teams and projects in a collegiate environment to deliver strategic objectives

Qualifications

Postgraduate, Doctoral qualification or equivalent in teaching or training or related discipline; or Demonstrable Experience

Note: Appointment to this position is subject to passing a mandatory check Working with Children check.

Endorsed:	Signature: Name: Title: Date:	**Approved:**	Signature: Name: Title: Date: