APPOINTMENT OF DEPUTY DIRECTOR, eLEARNING

INFORMATION FOR CANDIDATES
The University of Queensland (UQ) contributes positively to society by engaging in the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni. For more than a century, we have educated and worked with outstanding people to deliver knowledge leadership for a better world.

The University of Queensland is a world class institution which ranks in the world’s top universities, as measured by several key independent rankings, including the Performance Ranking of Scientific Papers for World Universities (41), the US News Best Global Universities Rankings (45), QS World University Rankings (47), Academic Ranking of World Universities (55), and the Times Higher Education World University Rankings (65). UQ secured a greater share of Australian Research Council grants in 2016 than any other university nationally. The University’s Life Sciences broad subject field ranking in the Academic Ranking of World Universities was the highest in Australia at 20.

UQ has an outstanding reputation for the quality of its teachers, its educational programs and employment outcomes for its students. Our students remain at the heart of what we do. The UQ experience is distinguished by a research enriched curriculum, international collaborations, industry engagement and opportunities that nurture and develop future leaders. UQ has a strong focus on teaching excellence, winning more national teaching excellence awards than any other university in the country and attracting the majority of Queensland’s highest academic achievers, as well as top interstate and overseas students.

UQ is one of Australia’s Group of Eight, a charter member of edX and a founding member of Universitas 21, an international consortium of leading research-intensive universities.

Our 50,000-plus strong student community includes more than 14,000 postgraduate scholars and more than 13,000 international students from 141 countries, adding to its proud 250,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.8 billion annual operating budget. Its major campuses are at St Lucia, Gatton and Herston, in addition to teaching and research sites around Queensland and Brisbane city. The University has six Faculties and six University-level Institutes. The Institutes, funded by government and industry grants, philanthropy and commercialisation activities, have built scale and focus in research areas in neuroscience, biomolecular and biomedical sciences, sustainable minerals, bioengineering and nanotechnology, agriculture, as well as social science research.

UQ has a rapidly growing record of attracting philanthropic support for its activities and this will be a strategic focus moving forward.
GOVERNANCE

The University is governed by a 22-member Senate representing University and community interests. Senate is led by a Chancellor and Deputy Chancellor. The Senate has delegated to the Vice-Chancellor many of its powers under the University of Queensland Act 1998 to appoint staff, manage and control University affairs and property, and manage and control finances.

uq.edu.au/about/governance

STRATEGIC DIRECTIONS

The University of Queensland sets its agenda within a truly global context on the pillars of Learning, Discovery and Engagement. It is a university that is connected with the global community, addressing the issues that are impacting on the modern world. UQ's aim is to attract the best minds of today, and to develop and support the leaders of tomorrow. The University has an ongoing commitment to strengthening its impact and reputation by building greater research capacity and through the delivery of high quality teaching and learning programs.

UQ is educating a broad and representative student body and providing them with qualifications relevant to the local and global workforce. UQ is committed to actively promoting access, equity and diversity and supporting Aboriginal and Torres Strait Islander and international students.

UQ is characterised by an overriding focus on quality and an increasingly internationalised focus across its learning, discovery and engagement activities. It has involved the application of strategic initiative funding to support existing and emerging priorities that leverage external support, and the development of major research institutes, alongside its faculties, as a vehicle for building critical mass and attracting the best students and staff from around the world.

In 2020 UQ seeks to be a major global university that is developing solutions to global problems. UQ will attract students of the highest calibre who are destined and supported to become future leaders – locally, nationally and internationally. We nominate student success, coupled with employers' conviction that UQ graduates are recognised worldwide as ‘must have’ employees, as the first of six foundations for UQ’s future success.

A larger suite of postgraduate entry programs will cater to the needs of a modern workforce. Growth in UQ’s postgraduate research student population will drive the University’s capacity for discovery.

UQ’s learning, discovery and engagement is fostered through multiple partnership ventures with business and industry, professional groups, and government and research partners.
STRATEGIC PLAN
2018–2021

The University of Queensland positively influences society by engaging in the pursuit of excellence through the creation, preservation, transfer and application of knowledge. UQ helps shape the future by bringing together and developing leaders in their fields to inspire the next generation and to advance ideas that benefit the world. UQ strives for the personal and professional success of its students, staff and alumni.

Transforming students into game-changing graduates through excellent teaching, support, and exposure to world-leading research is a focus of the new UQ’s Strategic Plan 2018–2021. The world is changing at a breakneck pace, and it is vital that we prepare our students to not only adapt to this change, but also to make a positive impact on society and collectively build a beneficial global legacy. Evidence-based knowledge, the ability to work collaboratively to solve complex problems, and a passion for innovation will be essential attributes for our students, regardless of the exact future shape of society. UQ’s Strategic Plan 2018–2021 focuses on graduate employability, collaboration and diversity and inclusivity.

The University’s Strategic Plan 2018–2021 is available to view on the following websites:

uq.edu.au/about/planning
uq.edu.au/about/docs/strategicplan/
UQStrategicPlan2018-2021.pdf

OUR VALUES

Pursuit of excellence
We strive for excellence, seeking to apply the highest standards to benefit our communities.

Creativity and independent thinking
We welcome new ideas from our staff and students as well as from our alumni and our external partners. We support intellectual freedom, courage and creativity. We encourage the pursuit of innovation and opportunities.

Honesty and accountability
We act with integrity and professionalism and uphold the highest ethical standards. We are committed to transparency and accountability. Our decisions ensure responsible stewardship of the University’s resources, reputation and values. We lead by example in all areas including our approaches to sustainability.

Mutual respect and diversity
We promote diversity in the University community – through our people, ideas and cultures. We create a vibrant, inclusive environment in which ideas flourish and future generations, regardless of background, are empowered. We respect our colleagues and work together for shared success.

Supporting our people
UQ ensures the safety and wellbeing of our people. We create an inclusive and supportive university community in which achievements are celebrated and rewarded. Our people have the opportunity to enrich their lives and pursue their goal.
INSTITUTE FOR TEACHING AND LEARNING INNOVATION

The Institute for Teaching and Learning Innovation (ITaLI) is taking a leading role in teaching and learning, professional education and innovation. ITaLI is an integrated teaching, research and service delivery centre for teaching and learning practices at UQ. ITaLI seeks to establish and maintain a flexible operating structure to drive and support innovation and excellence for these activities.

Directed by the Pro-Vice-Chancellor (Teaching and Learning), ITaLI provides leadership, engagement and advocacy in educational innovation, teaching excellence and learning analytics, and aims to transform teaching and learning across the University through the delivery of faculty and executive prioritised, teaching and learning projects and services, including support to deliver UQ’s Student Strategy. ITaLI addresses critical areas of unmet need in teaching and learning by bridging the gap between the exponentially-expanding discipline of higher education teaching and the increasing complexity of teaching to assist University teaching staff and improve the learning experience of students.

The UQ Strategic Plan 2018–2021 includes goals for a flexible student-centred learning experience and to offer our students the education, experiences and opportunities to become “game-changing” UQ graduates. In support of these goals, UQ is enhancing all aspects of its teaching and learning, including its e-learning environment that supports the education of UQ’s 50,000-plus students.

The scope of UQ’s eLearning environment spans the whole UQ enterprise and supports:
- the delivery of courses (online and in the classroom) through UQ’s Learning Management System (LMS) and other learning, grading and assessment technologies;
- classroom audio-visual and e-collaboration technologies;
- learning analytics; and
- administration of programs and courses.

For further information on ITaLI, please refer to itali.uq.edu.au.

Further information on UQ’s Student Strategy may be found at student-strategy.uq.edu.au.
ROLE OF THE DEPUTY DIRECTOR, eLEARNING

Reporting to the Pro-Vice-Chancellor, Teaching & Learning, this is a professional leadership position that has overall responsibility for providing strategic leadership to the University to progress the capability, utilisation, benefit-realisation, and cost-effectiveness of UQ’s eLearning environment.

The position will be required to engage with stakeholders across the University, including students, Faculties and Institutes, Director Academic Services & Academic Registrar, UQ Library, Information Technology Services, Planning and Business Intelligence, and Property and Facilities to lead the development and implementation of UQ’s eLearning strategy, requirements, architecture and roadmap.

Duties

Duties and responsibilities of the Deputy Director, eLearning, include, but are not limited to:

- Determine UQ’s requirements for eLearning capabilities, reflecting UQ’s strategy for an integrated on-line and on-campus learning experience (for example, supporting implementation of UQ Student Strategy initiatives), as well as the day-to-day needs of students, teaching academics and administrative functions;
- Together with UQ Information Technology Services, map current and future eLearning environments;
- In consultation with stakeholders, lead the development of eLearning strategy (including the development and definition of future state architectures, transformation approach and roadmap), principles and criteria, and contribute to the development of supporting policies such as “Bring Your Own Device (BYOD)”;
- Together with UQ Information Technology Services, establish a governance and delivery framework to control the development and implementation of UQ’s future eLearning environment;
- Develop eLearning system business cases and project plans, and participate in the governance of eLearning implementation projects;
- Support the UQ Library in the development and implementation of strategies and initiatives to enhance and maintain the digital literacy of UQ students and staff;
- Together with UQ Library, develop strategies and initiatives to develop and support staff and students in the adoption and use of eLearning technologies (including websites, support services, staff education, etc.);
- Provide strategic input into general enabling UQ information technologies and infrastructure;
- Engage stakeholders to continually communicate and promote the capabilities and benefits of UQ’s eLearning environment;
- Identify, engage and maintain relationships with stakeholders across UQ who hold a strategic or operational interest in eLearning;
- Any other duties as reasonably directed by the Pro-Vice-Chancellor, Teaching & Learning.

Other

Ensure you are aware of, and comply with, legislation and University policy relevant to the duties undertaken, including:

- The University’s Code of Conduct
  ppl.app.uq.edu.au/content/1.50.01-code-conduct
• Requirements of the Queensland Occupational Health and Safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute uq.edu.au/ohs/index.html?page=133956

• The adoption of sustainable practices in all work activities, and compliance with associated legislation and related University sustainability responsibilities and procedures sustainability.uq.edu.au/policies-and-procedures/responsibilities

• Requirements of the Education Services for Overseas Students Act 2000, the National Code 2007 and associated legislation, and related responsibilities and procedures developed by the University ppl.app.uq.edu.au/content/3.30.13-esos-compliance-commitment

Reporting Relationships

The position reports to the Pro-Vice-Chancellor (Teaching and Learning).
SELECTION CRITERIA

Essential

• Relevant postgraduate qualifications – e.g. IT, business, education, project management or a related field – with proven expertise in the management of complex technological resources; or an equivalent combination of experience and education;
• Demonstrated experience in a senior management role leading the development and implementation of eLearning strategy and plans to create best practice eLearning environments;
• Demonstrated experience working within complex medium-large scale enterprise-level IT environments that utilise structured IT architecture and governance frameworks (e.g. TOGAF, PMO-supported environments using PRINCE2 or PMBoK; ITIL-based IT service management);
• Excellent skills in critical thinking, business analysis and strategy, problem-solving and customer-centred service design (user experience design);
• Excellent written, graphical and verbal communication skills that demonstrate an exceptional ability to articulate situational contexts, prioritise issues, and recommend well-supported options, decisions and actions;
• Highly developed interpersonal skills, including a proven ability to:
  – navigate a complex organisational environment,
  – engage and work constructively with a range of people, including students, academic and professional staff across a range of functional/technical areas,
  – lead organisational change and influence others to achieve organisation-wide goals and objectives.

Desirable

• Experience within the education sector;
• Experience with at least one or more of the following technologies:
  – Learning Management Systems;
  – MOOC platforms, e.g. Massive Open Online Courses (MOOCs) and/or Small Private Online Courses (SPOCs);
  – e-exam / e-assessment solutions;
  – e-portfolio solutions;
  – student and course administration systems;
  – learning analytics solutions.
CONDITIONS OF EMPLOYMENT

Tenure
The initial appointment will be for a term of five years. A further appointment may be offered following a review at least one year before the end of the initial term.

Salary and benefits
An attractive remuneration package will be negotiated with the successful candidate. Remuneration will be subject to periodic review.

The Deputy Director, eLearning, is entitled to four weeks annual leave, 10 days personal leave plus an additional 35 non-cumulative days and an additional 5 days carer’s leave. Other terms and conditions of employment will be negotiated with the Pro-Vice- Chancellor (Teaching and Learning).

Relocation
The University will meet all reasonable removal and establishment expenses. In the case of an interstate or international appointee, an accommodation allowance may be available for a limited period. Details will be negotiated as part of the contract of employment.

SELECTION COMMITTEE

The selection committee for this appointment will be chaired by the Pro-Vice-Chancellor (Teaching and Learning), Professor Doune Macdonald.
HOW TO APPLY

Applications should include a full curriculum vitae, cover letter, and a statement addressing the selection criteria. Applicants should provide the names and contact details of at least three potential referees. These referees need not be approached in advance, as they will not be contacted without the prior consent of the applicant.

The University reserves the right to fill the position by invitation at any time.

FURTHER INFORMATION AND WEBSITE ADDRESSES

General information on the University is available through the University’s website.

uq.edu.au

Other documents which you may wish to refer to include:

- Annual Report:
  uq.edu.au/about/annual-reports
- Governance:
  uq.edu.au/about/governance
- Key statistics:
  pbi.uq.edu.au/Content/UQKeyStatistics.aspx
- Organisation chart:
  uq.edu.au/about/docs/org-chart.pdf
- Research at UQ:
  uq.edu.au/research
- Strategic Plan 2018–2021:
- UQ Global Strategy:
  global-strategy.uq.edu.au