POSITION DESCRIPTION

Position Title: Learning Designer
Organisation Unit: UQ Business School
Position Number:
Type of Employment: Continuing
Classification: Hew Level 7

THE UNIVERSITY OF QUEENSLAND

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.

UQ ranks well within the top 100 universities worldwide, measured through a number of major independent university rankings: the Academic Ranking of World Universities, Times Higher Education World University Rankings, US News Best Global Universities Rankings, QS World University Rankings and Performance Ranking of Scientific Papers for World Universities, and is indeed in the top 50 in some of these rankings. Over the past 3 years for which audited data are available UQ has attracted the highest (2013) or second highest (2012, 2014) amount of research funding of any Australian university.

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 – the UQ Advantage – 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 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 13,000 postgraduate scholars and more than 12,000 international students from 144 countries, adding to its proud 230,000-plus alumni. The University has about 7,000 academic and professional staff and a $1.7 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 four 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, as well as social science research.
UQ has an outstanding track-record in commercialisation of our innovation with major technologies employed across the globe and integral to gross product sales of $11billion+ (see http://uniquest.com.au/our-track-record).

UQ has a rapidly growing record of attracting philanthropic support for its activities and will have further success in this area as an important strategic aim going forward.

Organisational Environment

UQ Business School is independently ranked as one of the top business schools in Australia and among the leading institutions worldwide. Our mission is to cultivate courageous thinkers who empower future leaders to positively transform business and society.

Based at the St Lucia campus as part of the Faculty of Business, Economics and Law, the School brings together 10,000 students and 130 subject experts.

UQ Business School also has a presence at UQ Brisbane City, the University’s newest site in the heart of the Brisbane CBD. At UQ Brisbane City, students and professionals from the School’s Master of Business Administration (MBA) program and Executive Education courses are taught in smart, functional and flexible learning facilities.

The School offers a wide range of degree programs. Our eight main areas of academic strength are represented by discipline clusters – accounting, business information systems, finance, international business, management, marketing, strategy and entrepreneurship, and tourism.

UQ Business School is renowned for its cutting-edge research, outstanding academic staff, depth of educational programs and close links with leading global organisations. The School also carries AACSB International and EQUIS accreditation – the first school in Australia to receive this prestigious accreditation across its full range of programs.

To learn more about UQ Business School, please visit https://www.business.uq.edu.au.

Information for Prospective Staff

Information about life at UQ including staff benefits, relocation and UQ campuses is available at https://staff.uq.edu.au/information-and-services/human-resources.

DUTY STATEMENT

Primary Purpose of Position

To support academic staff across the UQ Business School with the uptake, development and evaluation of e-learning technologies, resources and pedagogies to enhance teaching quality, and support students learning in the University’s coursework degree programs. This position provides a single point of contact for staff (individuals and groups) related to eLearning systems and tools.

Duties

Duties and responsibilities include, but are not limited to:
To lead on the application of appropriate pedagogic design to the development of innovative and successful courses in the service of enhancing the student learning experience.

Advise and assist UQ Business School teaching and learning leaders, academic staff and as circumstances require, professional staff from the Library, Student Services, and elsewhere, to design, develop, implement and evaluate online resources that support student learning.

Advise and assist staff preparing and planning the development of learning and teaching resources in conjunction with the Faculties.

Liaise with school teaching and learning leaders, academic staff and contribute relevant technical knowledge regarding the effective use of educational technologies from the perspective of effective design, implementation and management of large classes.

Contribute to the identification and design of tools, processes and templates to streamline teaching services with emphasis on good pedagogical design.

Identify, design, develop and manage specific educational projects in collaboration with academic teams as directed.

Identify and promote innovative approaches to teaching and learning.

Maintain knowledge of current practices and future opportunities in blended teaching and learning across the higher education sector and communicate this knowledge to the wider University community.

Evaluate the impact of research on practice in the field of learning design in relation to student learning and the student experience.

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
- requirements of the Queensland occupational health and safety (OH&S) legislation and related OH&S responsibilities and procedures developed by the University or Institute/School
- the adoption sustainable practices in all work activities and compliance with associated legislation and related University sustainability responsibilities and procedures
- 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

Organisational Relationships

This position currently reports to the School Manager.
SELECTION CRITERIA

Essential

- Tertiary qualification in a relevant academic discipline with at least 4 years subsequent relevant experience; or extensive experience in Education/ Instructional Design field; or an equivalent combination of relevant experience and/or education/training.

- Expertise and knowledge of incorporating effective learning design in curriculum review and development within a university environment.

- An understanding of how students learn and experience using a range of technologies to enhance learning in online and on-campus environments.

- Evidence of innovative approaches to developing courses for blended learning environments.

- Demonstrated ability to manage time and projects and to work independently and accept responsibility.

- The ability to provide both leadership and practical support on pedagogic and technical issues to a variety of stakeholders.

- Commitment to on-going professional development.

- Experience with a recent modern LMS such as Blackboard and/or Moodle, at student and designer levels, and its application to educational goals.

- Excellent teamwork and communication skills and a demonstrated commitment to responding to client needs.

Desirable

- High level skills in a specific discipline relevant to learning design, for example: audio visual and graphic design, writing and document design, editing and proofreading, software and systems development, professional learning, social networking and communities of practice.

- Experience with course authoring software, media development tools in learning contexts, including Web 2.0 technologies and the use of social networking and mobile computing technologies for instructional design.

- Experience in designing and managing projects using structured methodologies to identify requirements, and to design and implement solutions.

- Experience in the evaluation of blended learning andflipped classroom teaching models at a tertiary level.

- University teaching experience in a relevant discipline.

UQ values diversity and inclusion and actively encourages applications from those who bring diversity to the University. Please refer to the University's Diversity and Inclusion webpage for further information and points of contact if you require additional support. Accessibility requirements and/or adjustments can be directed to hr@bel.uq.edu.au.