POSITION DESCRIPTION

Position Title: Educational Designer
Organisation Unit: Faculty of Business, Economics and Law
Position Number: 3044537
Type of Employment: Full time, fixed term 12 months
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 in the world’s top universities, as measured by several key independent ranking, including the CWTS Leiden Ranking (32), the Performance Ranking of Scientific Papers for World Universities (40), the US News Best Global Universities Rankings (42), QS World University Rankings (47), Academic Ranking of World Universities (54), and the Times Higher Education World University Rankings (66). Excluding the award component, UQ is now ranked 45th in the world in the ARWU, and is one of the only two Australian universities to be included in the global top 50.

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 53,000-plus strong student community includes more than 16,400 postgraduate scholars and more than 17,000 international students from 135 countries, adding to its proud 260,000-plus alumni. The University has more than 6,600 academic and professional staff (full-time equivalent) and a $2.15 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+.

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

Organisational Environment

The Faculty of Business, Economics and Law (BEL) incorporates three schools – UQ Business School, the Law School and the School of Economics – and three research centres – the Australian Institute for Business and Economics (AIBE) and the Centre for the Business and Economics of Health (CBEH).

With more than 500 staff and 13,000 enrolled students, we are UQ’s largest Faculty. Our aim is to engage and build sustainable and mutually beneficial relationships with our students, alumni, industry and government.

We offer students unparalleled opportunities through our wide range of undergraduate and postgraduate programs at the St Lucia campus. We also operate UQ Brisbane City, the University's premier executive conference, training and events space in the heart of the Brisbane CBD. Home to students and professionals from select postgraduate programs and Executive Education courses, UQ Brisbane City is a unique space where students, alumni and industry can create, connect and innovate.

Our high-achieving students are taught by leaders in their fields, many of whom are renowned researchers and consultants to companies around the world. Students can also connect with the Faculty’s award-winning Student Employability Team to gain industry-relevant skills, experiences and job opportunities.

Our global alumni network encompasses more than 69,000 graduates, and our alumni hold leadership positions in the private sector, in government and with not-for-profit organisations worldwide.

To learn more about the BEL Faculty, please visit https://bel.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.

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DUTY STATEMENT

Primary Purpose

The Educational Designer supports academic staff across the BEL faculty with the uptake, development and evaluation of e-learning technologies, resources and pedagogies to enhance teaching quality, and support student learning in the Faculty's coursework degree programs.

This position provides a single point of contact for staff (individuals and groups) relating to eLearning systems and tools.

Key Responsibilities

- Advise and assist academic staff to design, develop, implement and evaluate pedagogical, curriculum and assessment approaches, both online and face-to-face.
- Advise and assist staff to plan, develop and prepare learning and teaching digital resources.
- Consult on the application of pedagogic and curriculum design developing innovative and successful courses the student learning experience.
- Identify, design, develop and manage specific educational projects in collaboration with faculty-based academic staff.
- Identify and promote innovative approaches to teaching and learning.
- Contribute to the identification and design of tools; processes and templates to streamline teaching services with emphasis on good curriculum, pedagogical and assessment design.
- Maintain knowledge of current practices and future opportunities in online and on-campus teaching and learning across the university and higher education sector and communicate this knowledge to the wider University community.
- Liaise with teaching and professional staff to develop and contribute relevant technical knowledge regarding the effective use of educational technologies with effective design, implementation and management of high volume, scalable program delivery.
- Ensure you are aware of and comply with legislation and University policy relevant to the duties undertaken, including but not exclusive to:
  - 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

The position reports to Faculty’s Associate Dean (Academic) and has no direct reports.
SELECTION CRITERIA

1. Tertiary qualification in Business, Education or Training 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.

2. Expertise in learning design particularly with blended, active and flexible pedagogies and collaborative curriculum design in a University environment.

3. 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.

4. 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.

5. A demonstrated understanding of authentic assessment and experience in designing assessment for, of and as learning.

6. Evidence of innovative approaches to developing courses and programs for blended learning environments.

7. Experience using a range of technologies including an LMS such as Blackboard, at student and designer levels, and its application to educational goals.

8. Experience in managing and working on projects to design and implement solutions.

9. Demonstrated ability to manage time and projects and to work independently.

10. Experience in the evaluation of blended learning and flipped classroom teaching models at a tertiary level.

The University of Queensland 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 (http://www.uq.edu.au/equity) for further information and points of contact if you require additional support.

This role is a full-time position; however flexible working arrangements may be negotiated.

Accessibility requirements and/or adjustments can be directed to recruitment@uq.edu.au.