POSITION DESCRIPTION

Position Title: Learning Designer
Organisation Unit: UQ Business School
Position Number:
Type of Employment: Fixed Term, Full Time
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 University of Queensland (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 Business School brings together 10,000 students and over 200 subject experts.

The 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 Business School’s Master of Business Administration (MBA) program and Executive Education courses are taught in smart, functional and flexible learning facilities.

We are ranked #2 in Australia for business and economics (Times Higher Education World University Rankings 2020) and 1 in Queensland for business and management studies (QS World University Rankings 2020). Our MBA program is ranked #1 in Queensland, #2 in Australia, and #1 in the world for student quality (The Economist’s 2019 international ranking).

The Business 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, tourism, strategy and entrepreneurship.

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 Business 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](https://www.business.uq.edu.au) today.

**Information for Prospective Staff**

Information about life at UQ including staff benefits, relocation and UQ campuses is available online.
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:

1. Provide leadership in innovative and successful pedagogical approaches and technologies to enhance the student learning experience within the School.
2. Advise and assist UQ Business School academic staff, professional staff, and other University staff to design, develop, implement and evaluate learning experiences, resources, tools and processes that support student learning, with a focus on online, active and blended learning.
3. Identify, design, develop and manage specific educational projects in collaboration with the Learning Team and academic teams as directed.
4. Maintain knowledge of current practices, research and future opportunities in teaching and learning across the higher education sector and communicate this knowledge to the School and the wider University community.
5. Contribute to and participate in School, University and external learning design communities.

Other

- 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 of 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 the Learning Manager and has no direct reports.

SELECTION CRITERIA

1. Relevant tertiary qualifications with education or training and experience in designing learning.
2. An understanding of how students learn and evidence of innovative approaches to designing and developing courses, activities or assessments for online, blended learning or classroom environments that promote student learning.
3. Experience with a recent modern Learning Management System such as Blackboard or Moodle, at student or designer levels.
4. Demonstrated ability to work independently, to manage time and projects and the ability to work under pressure.
5. Exceptional oral, interpersonal and written communication skills including the ability to work collaboratively with internal and external stakeholders.
6. The ability to provide both leadership and practical support on pedagogic and technical issues to a variety of stakeholders.
7. Commitment to on-going professional development.

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 for further information and points of contact if you require additional support.

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