

 **Position Title:** Learning Analyst

 **Position Classification:** Level 6

 **Position Number:** 316821

 **Faculty/Office:**  Deputy Vice-Chancellor (Education)

 **School/Division:**

 **Centre/Section:** Educational Enhancement Unit

 **Supervisor Title:** Associate Director, (Educational Enhancement Strategy)

 **Supervisor Position Number:** 316813

**Your work area**

The Educational Enhancement Unit enables innovation and excellence in teaching and learning across UWA that leads to an improved learning experience and better educational outcomes.  The unit supports the implementation of the University’s Education strategy, through the provision of hands-on support to academic staff, facilitating collaboration and sharing of best practice, harnessing pedagogical expertise and working closely with academic leaders to drive a consistent strategy of educational enhancement.

**Reporting Structure**

Reports to: Associate Director, (Educational Enhancement Strategy)

**Your role**

As the appointee to this position you will, under limited supervision support academic staff across the School with the uptake, development and evaluation of pedagogies, technologies and resources to enhance teaching quality and support students learning in the School's coursework degree programs.

**Key responsibilities**

Plan and coordinate the University’s learning analytics approaches, tools and initiatives

Conduct meaningful analysis of University-wide data to generate insights, inform decisions and action

Contribute to the development of analytical data to support strategic and operational decisions

Contribute to preparation of reports and recommendations

Other duties as directed

**Your specific work capabilities (selection criteria)**

Relevant tertiary qualification in a quantitative discipline

Understanding of contemporary pedagogical theories and practices in higher education

Substantial experience in predicative analytics

Highly developed interpersonal, written and oral communication skills including the demonstrated ability to work with a variety of stakeholders at all levels to provide effective support in higher education

Demonstrated ability to think creatively and work positively and collaboratively in a complex environment

Highly developed organisational, and project skills, including the ability to work independently, prioritise work, meet deadlines and agreed outcomes and plan and implement new initiatives

Commitment to continuous learning and a scholarly and professional approach to work

Sound experience with databases, high-level Microsoft Excel skills for analysis and the ability to manage data collections

**Special Requirements (selection criteria)**

No special Requirements

**Compliance**

**Workplace Health and Safety**

All supervising staff are required to undertake effective measures to ensure compliance with the Occupational Safety and Health Act 1984 and related University requirements (including Safety, Health and Wellbeing Objectives and Targets).

All staff must comply with requirements of the Occupational Safety and Health Act and all reasonable directives given in relation to health and safety at work, to ensure compliance with University and Legislative health and safety requirements.

Details of the safety obligations can be accessed at <http://www.safety.uwa.edu.au>

**Equity and Diversity**

All staff members are required to comply with the University’s Code of Ethics and Code of Conduct and Equity and Diversity principles. Details of the University policies on these can be accessed at <http://www.hr.uwa.edu.au/publications/code_of_ethics>, <http://www.equity.uwa.edu.au>