

## Position Description

### Senior Learning Advisor

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<b>Position No:</b>	50012150
<b>Department:</b>	Learning and Teaching
<b>School:</b>	Library
<b>Campus/Location:</b>	Location Independent (Melbourne or Bendigo)
<b>Classification:</b>	Higher Education Officer Level 6 (HEO6)
<b>Employment Type:</b>	Continuing, Full-Time
<b>Position Supervisor:</b>	Coordinator, Learning and Teaching Advantage
<b>Number:</b>	50099768
<b>Other Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

Jobs at La Trobe - <http://www.latrobe.edu.au/jobs>

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#### For enquiries only contact:

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# Position Description

## Senior Learning Advisor

### Position Context

Senior Learning Advisors and Senior Research Advisors liaise with academic and research staff in designated disciplines to build ongoing relationships in order to improve and develop library services.

Senior Learning Advisors work in a cross-campus Learning and Teaching Advantage Team in the Curricular Services Unit in the Learning and Teaching Portfolio. Senior Learning Advisors collaborate with College staff to promote, develop, deliver and evaluate library programs, resources and services embedded in the curriculum. In partnership with College, learning and teaching staff, this position designs and delivers digital literacies programs, and services aligned with the Library's Learning and Teaching Partnership Framework. This position also works with the Library Digital Experience team to develop online learning objects, activities and assessment within instructional design principles. Resources developed are embedded in the curriculum and reused across discipline areas in blended and online learning environments.

### Duties at this level may include:

- Develop collaborative relationships and partnerships with academic learning and teaching staff and other University stakeholders to deliver programs and services that optimise outcomes in learning and teaching.
- Develop, deliver and evaluate learning and teaching services and programs for designated disciplines within the objectives of Library Learning and Teaching Partnership Framework.
- Consult with and provide expert advice across a range of learning and teaching services and collection resources to academic learning and teaching staff in designated disciplines.
- Investigate and identify innovative and emerging technologies to inform the development of online learning objects and take responsibility for outcomes.
- Apply specialist knowledge to plan and develop online learning objects and identify and prepare web-based content for library online resources and tools.
- Promote services and programs to clients via online and face-to-face channels.
- Contribute to the development of new library service proposals based on emerging trends and information needs and behaviours.
- Collaborate with team members to implement new cross-campus services.
- Deliver online and face-to-face services to meet identified service standards during rostered times as required.
- In collaboration with the Coordinator, Training, develop and deliver online and face-to-face workshops, seminars and training sessions for academic staff and students to build information and digital literacy skills.
- Provide input to and influence the development and review of the Library Learning and Teaching Framework based on expertise and knowledge of operations and service impact.
- Travel to other campuses as required.

### Key Selection Criteria:

- Completion of a degree or postgraduate qualification in Library or Information Science, or an equivalent combination of relevant knowledge, education / training or experience.
- Demonstrated knowledge of and experience in developing curriculum-specific library programs, including library eLearning programs.
- Demonstrated understanding and knowledge of learning and teaching principles and the role of the library in teaching and learning processes and workflows.
- Proven ability to establish and maintain effective and productive partnerships with academic staff and researchers.

- Demonstrated proficiency in digital literacies i.e. capabilities and attitudes.
- Demonstrated highly effective interpersonal, communication and presentation skills.
- Demonstrated capacity to innovate and take responsibility for outcomes.
- Demonstrated ability to set priorities and deliver on agreed objectives.
- Demonstrated ability to work effectively in a customer focused cross-campus team.

### Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

### La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- We are **Connected**: We connect to the world outside — the students and communities we serve, both locally and globally.
- We are **Innovative**: We tackle the big issues of our time to transform the lives of our students and society.
- We are **Accountable**: We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- We **Care**: We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.

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For Human Resource Use Only

Initials:                      Date: