



OPPORTUNITY

Learning Technologist in Learning Design

Reference: 0152-23

Grade: 7

Salary: £27,929 to £33,314, per annum, depending on experience

Contract Type: Permanent

Basis: Full Time

Job description

Job Purpose:

As a member of the Technology-Enhanced Learning Team within the University's Education Department, you will have responsibility for supporting academic colleagues with the development of learning objects and demonstrating best practices in the curation and use of digital learning materials and digital technologies. The purpose of the role is to promote and support academic colleagues in embedding high quality digital learning resources and objects into taught programmes in line with the implementation of Aston's new blended approach to learning and teaching. In doing so you will need to draw heavily on your thorough knowledge of a wide range of digital tools and technologies; your experience in researching relevant content; your expertise in collating and curating online learning resources; and your ability to present technical information in 'user-friendly' ways. The Learning Technologist in Learning Design will report to the Technology-Enhanced Learning (TEL) Manager.

Main duties and responsibilities

- Draw on a comprehensive knowledge and understanding of educational theory and effective assessment practices to provide high quality advice and support in the development and production of engaging and effective learning resources across a range of academic disciplines.
- Collaborate effectively with subject experts in academic teams to aid them with the creation, editing and maintenance of high quality digital learning artefacts, experiences and environments that meet subject level needs.
- Develop instruction guides and rubrics and provide training to support academic staff, student instructors and others in making the best possible use of the digital resources and environments.
- Support academic staff in the drafting / scripting and storyboard video and audio content
- Support academic staff in managing online learning communities and working closely with Academic Services teams to source data on levels of student engagement and academic outcomes to facilitate the evaluation of the impact of online learning objects and resources.
- Maintain currency of knowledge on website design, course management systems, digital tools and their affordances and instructional design more widely.
- Work closely with other members of the TEL team and/or Digital Services to troubleshoot and resolve any problems reported by academic teams or their students in relation to learning objects, resources and/or environments.
- Display highly effective collaborative and partnership skills when working with other members of the wider Education Department in support of enhanced and innovative blended pedagogic practice.
- Play an active part in building 'communities' of best of practice in technology-enhanced learning and impactful communication channels that gather feedback on requirements around the current and future digital needs of staff and students.

- Bring learning enhancement expertise to bear effectively on technology enhanced learning projects and initiatives within Colleges or as part of larger institution-wide priorities across the University.
- Undertake any other duties, commensurate with the post, as may be required by the Technology-Enhanced Learning Manager.

Additional responsibilities

- Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities to develop themselves and support the development of others.
- Ensure and promote the personal health, safety and wellbeing of staff and students.
- Carry out duties in a way which promotes fairness in all matters and which engenders trust.
- Promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.

Person specification

	Essential	Method of assessment
Education and qualifications	<ul style="list-style-type: none"> English and Mathematics at GCSE grade C or equivalent. Educated to degree level or equivalent. 	Application form
Experience	<ul style="list-style-type: none"> Evidence of having successfully created learning objects and resources for use in higher education institutions. A demonstrable, comprehensive knowledge and understanding of instructional theory and effective assessment practices. Evidence of having produced high quality, user-friendly instruction guides and rubrics and delivering effective training to support academic staff and student instructors in a higher education setting. Recent experience of scripting and storyboarding high quality video and audio content. Effective management of online learning communities and awareness of the importance of data in the continuous review of online learning objects and resources. Up-to-date knowledge of website design, course management systems, digital tools and instructional design. Up-to-date knowledge of a wide range of digital tools, learning technologies and key systems as well as their 	Application form and interview

	Essential	Method of assessment
	<p>associated affordances for supporting learning, teaching and assessment in higher education institutions.</p> <ul style="list-style-type: none"> • • Effective use of a range of relevant software to support learning and teaching [including for example: MS Office365, Panopto, Blackboard and Collaborate]. 	
Aptitude and skills	<ul style="list-style-type: none"> • Excellent written, verbal and communication skills and the ability to translate ideas into learning resources and/or environments. • Ability to present technical information to staff and students in a 'user-friendly' and engaging way. • Strong presentation skills. • Ability to work well with others at all levels of the organisation, engaging positively with different stakeholders. • A flexible and calm approach to dealing with problems raised by staff and students in relation to the use of learning technologies. • Ability to work effectively alone, managing and co-ordinating personal workloads on learning enhancement tasks in order to deliver quality outcomes in a timely fashion. • Ability to work well as a member of a team, avoiding unhelpful conflict or duplication of effort. • A demonstrable commitment to continual enhancement of the service and a strong customer service ethos. • Well-developed, practical organisational skills. • Ability to multi-task to meet the demands of dynamic working environments, busy workloads, and 	Application form and interview

	Essential	Method of assessment
	the need to accurately prioritise competing demands.	
Other	<ul style="list-style-type: none"> • Prepared to provide occasional 'out of hours' support. • Ability to carry out specific administrative roles and functions, including representation at meetings and committees, as may be reasonably required. • Commitment to continuous professional development in line with the demands of the role, including undertaking relevant digital training and development activities to develop themselves and support the development of others. 	Application form and interview

	Desirable	Method of assessment
Education and qualifications	<ul style="list-style-type: none"> • CMALT • Postgraduate qualification in learning and teaching in HE or equivalent • Associate Fellowship of Advance HE. 	Application form
Experience	<ul style="list-style-type: none"> • Previous experience with more subject specific forms of software to support staff and students. • Familiarity with relevant developments in the HE sector, e.g. TEF, OfS, and the work of JISC and Advance HE, development of learner analytics and the digital capabilities of both staff and students. 	Application form and interview

How to apply

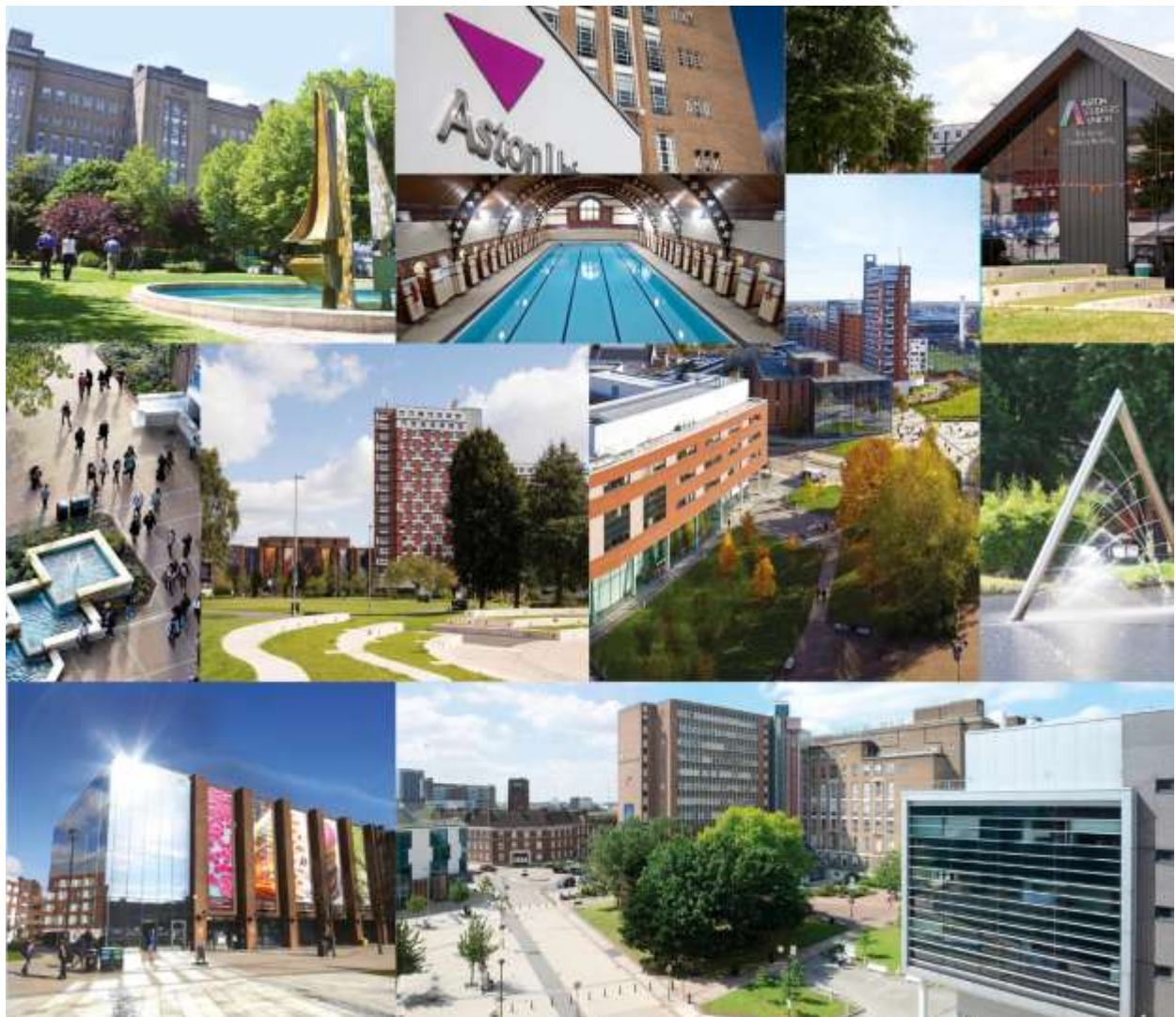
You can apply for this role online via our website <https://www2.aston.ac.uk/staff-public/hr/jobs>.

Applications should be submitted by 23.59 on the advertised closing date.

All applicants must complete an application form, along with your CV.

Any CV sent direct to the Recruitment Team and Recruiting Manager will not be accepted.

If you require a manual application form then please contact the Recruitment Team via jobs@aston.ac.uk.



Contact information

Enquiries about the vacancy:

Name: Ruth Ayres

Job Title: Pro Vice-Chancellor Education

Email: r.ayres@aston.ac.uk

Enquiries about the application process, shortlisting or interviews:

Recruitment Team via jobs@aston.ac.uk or 0121 204 4500.

Additional information

Visit our website <https://www2.aston.ac.uk/staff-public/hr> for full details of our salary scales and benefits Aston University staff enjoy

Salary scales: <https://www2.aston.ac.uk/staff-public/hr/payroll-and-pensions/salary-scales/index>

Benefits: <https://www2.aston.ac.uk/staff-public/hr/Benefits-and-Rewards/index>

Working in Birmingham: <https://www2.aston.ac.uk/birmingham>

Employment of Ex-Offenders: Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the positions they applying for is listed an exception under the act.

Eligibility to work in the UK:

Post-Brexit transition period / EU Settlement Scheme

The post-Brexit transition period ended on 31 December 2020. If you are an EU/EEA citizen and you were a resident in the UK before 31 December 2020, you and your family members (including non-EU citizens need to apply to the EU Settlement Scheme to continue to live, work and study in the UK beyond 30 June 2021. The deadline for applying to the EU settlement scheme is 30 June 2021. You can apply via the Government webpage <https://www.gov.uk/settled-status-eu-citizens-families>
Irish Nationals do not need to apply for settlement as they retain the right to work in the UK.

New immigration system for EU/EEA and Swiss Nationals who were not resident in the UK before 31 December 2020

A new immigration system has been introduced for people arriving in the UK from EEA countries with effect from 1 January 2021. In addition to those who have always required a visa, EU citizens moving to the UK to work will need to get a visa in advance. You can find more information on the following website. Candidates should check their eligibility to enter or remain in the UK in advance of making any job application via the UKVI website <https://www.gov.uk/browse/visas-immigration/work-visas>. Before applying you should ensure that you meet the requirements, including meeting the English Language requirements. If you do not meet the eligibility criteria, any application for a work visa would be unsuccessful.

If you require a visa to work in the UK the most common types of visa are:

Skilled Worker Visa

<https://www.gov.uk/skilled-worker-visa>

Global Talent Visa

If you are a leader or potential leader in one of the following fields you may be eligible to apply for a Global Talent Visa:

- Academia or Research
- Arts and Culture
- Digital Technology

Please click the following link for further information and to check your eligibility for this visa.

<https://www.gov.uk/global-talent>

Equal Opportunities: Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes that we encourage applications from all groups represented in the wider community at a local, national and international level.

The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against student or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career.

An Equal Opportunities Monitoring Form is included within the application form. Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its Policy, Codes of Practice and Guidelines on Equal Opportunities in Employment. Individuals will not be identified by name.

Data Protection: Your personal data will be processed in compliance with the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) ("GDPR"). The University's Data Protection Policy and Privacy Notices, including the Job Applicant Privacy Notice can be found at <https://www2.aston.ac.uk/data-protection>. Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.

Full details of our terms and conditions of service and associated policies and procedures are available online at <https://www2.aston.ac.uk/staff-public/hr/policies>

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gets real.**