



Position Description – Learning Designer

Position Details

Position Title:	Learning Designer
College/Portfolio:	College of Business and Law
School/Group:	Learning & Teaching
Campus Location:	Based at the Melbourne City campus, however may be required to work and/or be based at other campuses of the University.
Classification:	HEW 7
Employment Type:	Continuing
Time Fraction:	1.0 FTE

RMIT University

RMIT is a multi-sector university of technology, design and enterprise with more than 96,000 students and close to 10,000 staff globally. The University's mission is to help shape the world through research, innovation and engagement, and to create transformative experiences for students to prepare them for life and work.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

Our three main campuses in Melbourne are located in the heart of the City, Brunswick and Bundoora. Other locations include Point Cook, Hamilton and Bendigo, two campuses in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain. RMIT is a truly global university.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

We are also committed to redefining our relationship in working with, and supporting, Indigenous self-determination. Our goal is to achieve lasting transformation by maturing our values, culture, policy and structures in a way that embeds reconciliation in everything we do. We are changing our ways of knowing, working and being to support sustainable reconciliation and activate a relationship between Indigenous and non-Indigenous staff, students and community. Our three campuses in Melbourne (City, Brunswick and Bundoora campuses) are located on the unceded lands of the people of the Woi Wurrung and Boon Wurrung language groups of the eastern Kulin Nation.

Why work at RMIT University

Our people make everything at the University possible. We encourage new approaches to work and learning, stimulating change to drive positive impact. Find out more about working at RMIT University, what we stand for and why we are an Employer of Choice.

<https://www.rmit.edu.au/careers>

We want to attract those who will make a difference. View RMIT's impressive standings in university rankings.

<https://www.rmit.edu.au/about/facts-figures/reputation-and-rankings>

Program and Digital Development

Program and Digital Development (within the [College of Business and Law](#)) is future-focused, discipline specific, program and course design and development (new and refresh); digital and blended learning; learning design by using:

- Student-centred principles and practices to create engaging, relevant and informative learning journeys;
- UX, SX and digital development in courses and programs;
- Purposeful use of educational technology;
- Program and course design and development including English Language support;
- Curriculum, assessment and pedagogy consultation and evaluation;
- Design and embed of micro-credentials in curriculum; and
- Led blended learning implementation in the College.

Position Summary

The Learning Designer will support academic and teaching staff to design, develop and deliver transformative curriculum in new and amended programs. The Learning Designer will work collaboratively and proactively as a team member with Academic Development Group colleagues and School teaching teams to prepare innovative and fit-for-purpose learning activities and learning resources based on curriculum requirements for contemporary HE education settings. The incumbent will have experience and a comprehensive understanding of the role technology plays in enhancing student experience and outcomes, as well as knowledge of the pedagogical affordances of discipline-specific strategies for face-to-face and online learning environments.

Reporting Line

Reports to: Manager, Learning Design

Direct reports: Nil

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

RMIT is committed to providing a safe environment for children and young people in our community. Read about our commitment and child safe practices. <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Appointees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

Key Accountabilities

- Provide support to an assigned team of academic and teaching staff in designing learning resources, drawing on appropriate pedagogy, disciplinary specific strategies and contemporary approaches in learning and teaching.

- Develop and prepare innovative pedagogical and learning resources using a variety of media for blended and online learning environments in collaboration with the College ADG learning and teaching team colleagues for assigned programs.
- Test, troubleshoot, and adapt learning solutions based on feedback, functionality and constraints.
- Adhere to appropriate quality frameworks and copyright requirements as required.
- Conduct professional development workshops and interventions to support academic and teaching staff development in blended learning, teaching and assessment.
- Actively participate in team initiatives and projects and cooperate with team members in a manner that reflects a commitment to team goals and objectives, effective communication, information sharing and problem-solving practices.
- Engage with University and College priorities and strategic initiatives to improve student learning outcomes in programs and courses at all levels.
- Work collaboratively with College teaching staff and learning and teaching team colleagues across all Colleges and RMIT Studios to design and implement solutions that enhance student learning experiences.
- Participate in relevant RMIT forums as required and undertake other duties within scope as directed
- Support development and effective implementation of micro-credentials to meet the needs of College and Schools.

Key Selection Criteria

1. Evidence of experience in learning and assessment design, digital pedagogies and educational innovation.
2. Proven skills and experience in instructional design and the development of HE/VE student-centred learning experiences and resources.
3. Knowledge of digital learning principles and practices, as well as current and future trends in digital learning technologies, including Canvas and Microsoft products.
4. Experience with the production of digital learning resources that include but are not limited to the use of video and multimedia production techniques.
5. Demonstrated project management skills in coordinating multiple stakeholders, meeting timeframes and delivering outcomes.
6. Demonstrated outstanding problem solving and critical thinking ability and flexibility to adapt work practices and models according to need.
7. Highly developed interpersonal and communication skills and demonstrated ability to forge collaborative relationships across organisational boundaries and to connect and work with diverse teaching and academic staff to maintain positive, productive relationships that influence improvements in learning and teaching quality.
8. Demonstrated professional experience in an area of education specialisation such as learning and teaching development, academic integrity, English Language support, employability, rewards and recognition, technology-enhanced-learning, assessment, curriculum design and development, evaluation methods.
9. Relevant experience in a University environment (desirable).

Qualifications

A Bachelor Degree or equivalent in a teaching or training or related discipline; or demonstrable experience.

Note: Appointment to this position is subject to passing a Working with Children Check and other checks as required by the specific role. Maintaining a valid Working with Children Check is a condition of employment at RMIT.

Endorsed:	Signature:	Approved:	Signature:
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