



Position Description – Learning Designer

Position Details

Position Title: Learning Designer

College/Portfolio: Education Portfolio **School/Group:** ADVCE Education and the Regenerative Futures Institute (RFI).

Campus Location: Primarily based at Melbourne city campus, and the potential to work across other RMIT campuses as required.

Classification: HEW 7 **Time Fraction:** 1.0

Employment Type: Fixed term until 18 December 2026

Fixed Term Reason: Specific Task or Project

Reporting Line: Associate Director, Learning and Teaching

No. of Direct reports: 0

RMIT University

RMIT is a global university of technology, design and enterprise, committed to creating transformative experiences for students and making a meaningful impact through research, innovation, and engagement. For more information on RMIT University follow the links below.

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

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

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

Our campuses in Melbourne (City, Brunswick, Bundoora, and Point Cook) are complemented by international campuses in Vietnam and a centre in Barcelona, Spain. We proudly acknowledge the Woi Wurrung and Boon Wurrung peoples of the eastern Kulin Nation on whose unceded lands our campuses are located.

We are deeply committed to reconciliation and Indigenous self-determination, embedding these values throughout our policies, culture and structures.

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

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Inclusion Imagination Integrity Courage Passion Impact

Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the *Be-Know-Do* Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

College/Portfolio/Group

The Education Portfolio plays a key role in empowering students to access education, participate actively in the life of the University and achieve successful and fulfilling lives beyond graduation. The provision of a stimulating and satisfying experience for students is a priority for the University.

The Education Portfolio is headed by the Deputy Vice-Chancellor Education and Vice President who leads the planning and implementation of the University's strategies related to RMIT's academic programs and the RMIT student experience. The Portfolio is responsible for services to support the quality of RMIT programs, including the professional development of academic staff, continuous improvement of the student experience, learning and teaching outcomes and the management of learning and research information sources.

The Centre for Education Innovation and Quality (CEIQ) sits within the Education Portfolio under the direction of the Associate Deputy Vice Chancellor Education, Learning, Teaching and Quality. CEIQ supports the attainment of academic standards across RMIT University. CEIQ and its operations drive consistency in design and direction across RMIT University to support academic quality and continuous improvement of all accredited programs and products, enhancing our student and staff experience. The Centre collaborates with the RMIT educational community to enable skilled, flexible and globally engaged life-long learners. We support the development of exceptional teaching and best practice in learning technologies and environments, through the provision of strategic initiatives, high-quality advice and specialist expertise, and processes that assure quality and continuous improvement in educational outcomes.

Our work enables:

- Learning that leverages RMIT's strengths to drive outcomes for our community.
- Learners who are ready for work and life with a distinctive set of capabilities
- Staff who are supported in their academic and career aspirations.

Regenerative Futures Institute (RFI). The Regenerative Futures Institute is a cross-college and cross-portfolio framework designed to address pressing social, environmental, and economic challenges while unlocking new revenue streams. By integrating future-focused education, research, and partnerships, this initiative aims to position RMIT as a leader in Regenerative Futures.

Key responsibilities include delivering a suite of interdisciplinary educational offerings, consolidating existing collaborations into a vibrant civic partnership network, and fostering research opportunities through new grants and clusters. The initiative also focuses on creating challenge-led learning pathways for students and workforce solutions globally, including Europe and Vietnam.

Position Summary

The Learning Designer will support academic and teaching staff to design, develop and deliver transformative curriculum for two signature projects within the Education Plan, the Graduate Certificate in Tertiary Teaching and the Regenerative Futures Institute (RFI).

The Learning Designer will work collaboratively and proactively as a team member with Education Portfolio colleagues and teaching teams to prepare innovative and fit-for-purpose learning activities and digital learning resources based on curriculum requirements for contemporary HE education and non-award settings. The incumbent will have experience, and a comprehensive understanding of the role technology plays in enhancing interdisciplinary student experience and outcomes, as well as knowledge of the pedagogical affordances of discipline-specific strategies for face-to-face and online learning environments.

Key Accountabilities

- Provide support to an assigned team of academic and teaching staff in designing learning resources, drawing on appropriate pedagogy, interdisciplinary 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 in Canvas
- Engage in activities supporting the development of the Graduate Certificate in Tertiary Teaching and the innovative application of digital and online learning
- Test, troubleshoot, and adapt learning solutions based on feedback, functionality and constraints
- Adhere to appropriate quality frameworks and copyright requirements as required
- 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
- Participate in relevant RMIT forums as required and undertake other duties within scope as directed

Key Selection Criteria

Essential:

- Evidence of experience in learning and assessment design, digital pedagogies and educational innovation including human-centered design principles
- Knowledge of digital learning principles and practices, as well as current and future trends in digital learning technologies, including Canvas and Microsoft products
- Experience with the production of digital learning resources that include but are not limited to the use of video and multimedia production techniques
- Demonstrated time management skills in coordinating multiple stakeholders, meeting timeframes and delivering outcomes.
- Demonstrated problem solving and critical thinking ability and flexibility to adapt work practices and models according to need.
- Highly developed interpersonal and communication skills and demonstrated ability to forge collaborative relationships across organisational boundaries and to maintain positive, productive relationships that influence improvements in learning and teaching

Desirable:

- Experience in curriculum design for adult learners.

Qualifications

A Bachelor's Degree or equivalent in a teaching, training or related discipline; or Demonstrable Experience.

Working with Children Check

Appointment to this position is subject to holding a valid Victorian 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.