



## **Job Description**

### **Senior Digital Learning Designer (Grade V) Office of Vice-president Academic Affairs (Registrar) Fixed-Term Contract up to 31<sup>st</sup> March 2025**

Dublin City University [www.dcu.ie](http://www.dcu.ie) is a young, ambitious and vibrant University, with a mission ‘to transform lives and societies through education, research, innovation and engagement’. Known as Ireland’s ‘University of Enterprise and Transformation’, it is committed to the development of talent, and the discovery and translation of knowledge that advances society and the economy. DCU is the Sunday Times Irish University of the Year 2021.

The University is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. It currently has more than 18,000 students enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education. DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on creating a transformative student experience, and its positive social and economic impact. This exceptional commitment on the part of its staff and students has led to DCU’s ranking among the top 2% of universities globally. It also consistently features in the world’s Top 100 Young Universities (currently in QS Top 70 Under 50, Times Higher Top 150 Under 100).

DCU is placed 84th in the world, in the Times Higher Education University Impact Rankings – measuring higher education institutions’ contributions towards the UN Sustainable Development Goals. Over the past decade, DCU has also been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

### **Project Overview**

Over its relatively short history, DCU has developed a strong reputation nationally and internationally for pioneering innovations in higher education. The university is embarking on a period of significant investment in learning innovation across all of its Faculties. The DCU Futures initiative will help us transform the learning experience of undergraduate students at DCU, reconceptualizing learning opportunities, creating authentic connections between the classroom and enterprise, and embedding digital literacies, disciplinary competencies and transversal skills required to truly future-proof our graduates for the rapidly changing workplace. DCU is joined in this project by a strong consortium of enterprise partners, representing key employment sectors in the Irish economy and with a strong presence in DCU’s primary catchment area. This programme of innovation is funded under the Irish government's Human Capital Initiative (HCI) supported by the National Training Fund. It will deliver on the

ambitions we have to reimagine undergraduate curricula and to embed innovative pedagogies, enhanced use of technology and deep industry engagement.

Further to this, DCU as a partner of the Irish University Association led HCI project to develop a Multi-Campus Micro-Credentials (MicroCreds) will develop innovative micro-credential offerings. Through the MicroCreds project, the IUA universities will lead the establishment of a national framework for European Credit Transfer System bearing, quality-assured micro-credentials, the first in Europe. This will facilitate the development of a programme of micro-credentials, each flexibly delivered and accredited by a university and included within the National Framework of Qualifications (NFQ). The project furthers the universities' commitment to work in partnership with government and enterprise to drive lifelong learning in Ireland.

### **Role Profile**

The Senior Digital Learning Designer will coordinate and engage with a team of colleagues and work with and assist academic staff in the design, re-design, development, and deployment of programmes, micro-credentials and modules that will be delivered for online, hybrid and highly blended formats delivering upon DCU's transformation objectives under the HCI initiative. The successful candidate will provide pedagogical and technical guidance and assistance, empowering academic teams to deliver an exciting and inclusive learner experience. This post offers an exciting opportunity for individuals to make a significant contribution to the enhancement of teaching and learning in DCU. They will develop, provide expertise and contribute to learning design and delivery in online environments and enhance flexible and blended approaches to course design and delivery, thereby contributing to DCU's Teaching and Learning Strategy. The role will report to the Head of Unit (or his/her nominee).

### **Duties and Responsibilities:**

- Liaise with and advise faculties, schools, and programme teams in the development of synchronous and asynchronous learning activities whilst adhering to quality and accessibility standards, engage in copy-editing, scripting and storyboarding of learning activities across multiple online and blended offerings
- Construct, develop and design innovative digital learning solutions and resources using a range of multimedia applications and using a variety of specialist tools and skills including video editing, animation, and screen casting
- Advise on technologies to support the engagement of learners online and investigate trends in digital learning and technology and implement appropriate solutions.
- Engage in quality reviews, UX and usability testing.
- Manage and plan the activities of others and as directed by the Head of Unit to a defined production schedule
- Develop and cultivate relationships with a range of stakeholders including academics and professional services
- Assist in the design and delivery of demand-led workshops in response to requirements
- Produce, disseminate, review and deliver outputs to deadlines and to the highest of standards
- Complete administrative duties including reporting and document management

- Assist in marketing and research activities
- Liaise with other Units and Central Services where appropriate
- Carry out other such duties as determined and directed by the Head of Unit.

## **Experience & Qualifications**

### **Minimum Internal Service Criteria**

Serving Grade 4 staff with 3 years' experience at a Grade 4 level in DCU or, any DCU staff member with a primary degree or equivalent (NVQ Level 7) in an appropriate area plus 3 years' relevant experience.

Applicants must also have successfully completed their probationary period.

In addition to the above, the ideal candidate will have:

- Knowledge and experience of designing and developing programmes, modules and/or micro-credentials in either the Moodle or the FutureLearn platforms for fully online, blended or hybrid delivery in a higher education environment
- Professional experience using multimedia applications and a good knowledge of the field of digital learning
- Significant relevant experience of relevant technologies required to support online, blended and/or hybrid learning in a higher education setting
- Experience with working with multimedia packages for learning including video and audio production and editing
- Demonstrated knowledge and application of learning design approaches, quality frameworks, UX and accessibility in an online context using either the Moodle or FutureLearn platforms
- A degree or Masters degree with a digital or information technology component would be an advantage
- A high degree of communication skills - both written and spoken English
- The ability to work as an integral part of a team in contributing to a programme or module design plan
- Experience of managing the activities of others in supporting the completion of planned activities
- Ability to establish clear priorities and be able to manage their own workload and provide regular progress reports.

### **Additional Information**

A panel may be formed from this competition. Successful candidates who are placed on this panel may be offered a fixed term contract role which arises in the future. This panel will expire six months following the date of interview for this competition.

### **Essential Training**

The successful candidate will be required to undertake the following mandatory compliance training: Orientation, GDPR, and Compliance. Other training may need to be undertaken when required.