



Job Description

Digital Learning Designer (Grade IV) - 2 posts Office of Vice-president Academic Affairs (Registrar) Fixed-Term, 11 Month Contract

Dublin City University 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.

Role Profile

The Digital Learning Designers will 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 digital transformation objectives and to support academics in delivering digital learning solutions. Successful candidates will provide pedagogical and technical support and assistance, empowering academic teams to deliver an exciting and inclusive learner experience. These posts offer an exciting opportunity for the successful candidates 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 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.
- Maintain 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 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 and Qualifications

- Candidates must have a Primary Degree or equivalent (NFQ Level 7) qualification with a digital, multimedia or information technology component and 1 year's recent and relevant experience in a higher education environment.

In addition, 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 or blended delivery in higher education
- Professional experience using multimedia applications and a good knowledge of the field of digital learning
- Demonstrated relevant experience of relevant technologies required to support technology-enhanced 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 digital, multimedia or information technology component in a master's degree would be an advantage

- A high degree of technical and communication skills, with advanced written and spoken English
- The ability to work as an integral part of a team in contributing to a programme or module design plan
- The ability to establish clear priorities and be able to manage their own workload and provide regular progress reports.

Competencies

Applicants will be assessed under the following competencies:

-Building & Maintaining Relationships

Ability to develop and maintain good working relationships with colleagues and others in a supportive manner, within and outside the organisation. Ability to show respect for the contribution of others. Experience of working successfully in a team environment.

-Knowledge of the Process & IT Skills

Shows evidence of competency in the willingness to learn and use of a wide variety of computerised systems. Experience of working with large complex databases and collation of data from various sources into report format. Proven ability to learn new systems.

-Communication

Actively listens and communicates in a clear manner. Uses a variety of communication methods in a professional way and appropriate to the audience. Can communicate the demands of the task at hand to relevant stakeholders in an engaging and convincing manner, in order to progress a project effectively.

-Teamwork

Works alongside others in a supportive manner to complete routine tasks. Willingly shares tasks and information with others (e.g. offers suggestions and ideas to the team). Respects and acknowledges the different views and efforts of others. Shows an openness to new ideas and different ways of working. Values the diversity within the team (e.g. values the contribution of different people and different skills in a team). Knows how individual work objectives fit into team goals (e.g. knows how they contribute to the team). Is responsive to changing team goals (e.g. is open to taking on new tasks if required).

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.