



Digital Learning Advisor (15 positions available)

EDUCATION PORTFOLIO
ACADEMIC DIVISION



About QUTA

QUT is a major Australian university with a global outlook and a 'real world' focus. We are one of the nation's fastest growing research universities and our courses are in high demand.

We are an ambitious and collaborative institution that seeks to equip our students and graduates with the skills they will need in an increasingly disrupted and challenged world. We are transforming the student experience we offer our 50,000 students and we place a premium on the international and national accreditation of our various professional degrees.

Our internationally award-winning Science and Engineering Centre is home to The Cube, acknowledged as one of the world's largest digital interactive learning and display spaces. QUT established the world's first Creative Industries Faculty, and we invest heavily in collaborative learning and interdisciplinary research environments, including the \$95M Education Precinct.

Further information about QUT can be obtained from the website at www.qut.edu.au.

Our Vision

QUT's [Blueprint 6](#) is our institutional strategic plan. The Blueprint formalises QUT's ambitions and declares our strong sense of purpose which is to provide transformative education and research relevant to our communities. It provides a framework and strategies to enable QUT to realise our vision to be the university for the real world and identifies the following priorities:

- support aspiration and inclusion
- encourage creativity and entrepreneurship
- embrace digital transformation and technology
- embed principles of health and wellbeing
- support Indigenous Australian engagement, success and empowerment
- enable professional engagement and ethical leadership and,
- focus on the environment and sustainability

Aligned to and supporting our vision are the QUT Values. These Values highlight what makes QUT distinct and successful. Providing a compass for our decisions, actions and behaviours and strengthening our community.

QUT Values

- Ambition
- Curiosity
- Innovation
- Integrity
- Inclusiveness

About the Education Portfolio

At QUT we are transforming learning and teaching practices in line with our Real World Learning 2020 Vision, so that our graduates are highly skilled, enterprising, and well suited to 21st century employment and careers. We are committed to increasing the flexibility of our course offerings to enable our students and graduates to thrive in changing and complex working environments throughout their lives. Our focus is on student success, partnering with students to enhance the end-to-end learner journey, and designing and delivering high quality, flexible educational experiences that enable this.

The Education Portfolio encompasses:

- Learning and Teaching Unit
- Library
- QUT College
- QUT Entrepreneurship
- Student Ombudsman

QUT's distinctive positioning as "the university for the real world" means a commitment to and investment in real-world work integrated learning, authentic assessment, a curriculum design studio approach for innovative curriculum and an increased focus on the optimisation of digital technologies to enhance on campus and online learning.

About the Position

This position is responsible for contributing to the agreed strategic faculty priorities for curriculum transformation to deliver high quality curriculum aligned with QUT's Real World Learning 2020 vision and blended and online framework.

You will be an essential member of a Curriculum Design Studio team that supports faculties to design, develop and deliver transformative curriculum. You will work closely with Learning Designers and Learning Technologists to contribute to innovative practice and emerging technologies in the

design, delivery and evaluation of learning in face to face and online learning environments.

This position reports to the Manager, Curriculum Design Studio or Production Manager for supervision, workload management and for Performance Planning and Review (PPR).

Key responsibilities include:

- Under the direction of Learning Designers and Learning Technologists, develop tier 0 learning and teaching self-help resources to assist the QUT academic community in the use of digital technologies.
- Test, troubleshoot and adapt digital learning solutions based on user feedback, functionality and constraints.
- Support Learning Designers and Learning Technologists in the building of sustainable, high quality digital learning resources for students.
- Undertake business support tasks directly related to educational design processes.
- Coordinate and contribute to capability building activities for skills development in the use of technologies and to ensure the sustainability of learning resources.
- Support the development and maintenance of documentation and templates for the transition and transformation of teaching and learning design between learning management systems.
- Work collaboratively across the university to build and maintain positive working relationships.
- Compliance with health and safety policies, procedures, hazard reporting and safe work practices.

To ensure job flexibility the successful appointee may be required to:

- perform any other duties as nominated by the University consistent with the relevant classification descriptors detailed in the Enterprise Agreement. Staff undertaking any new duties will receive training;
- participate in job rotation or multiskilling in consultation with their supervisor;
- work across campuses

Type of appointment

This appointment will be offered on a fixed-term, full-time basis for 12 months.

Location

Kelvin Grove and Gardens Point campus.

Selection Criteria

1. Education, training and/or relevant experience equivalent to completion of a degree or an equivalent combination of relevant experience/education and training.
2. Demonstrated ability to work both independently and collaboratively with a range of stakeholders and colleagues to achieve results within agreed timeframes.
3. Experience in or the ability to rapidly acquire skills in the application of learning technologies to facilitate learning and teaching in a higher education context.
4. Ability to coordinate and deliver training in the use of digital technologies for learning and teaching purposes.
5. Demonstrated high level interpersonal and communication skills to enable effective support for learning and teaching practices and associated business activities.
6. A high level of digital literacy with experience in the use of QUT systems and core learning and teaching technologies.

As outlined in the Change Management and Implementation Plan, Selection Criterion 1 will not be assessed as part of this selection process.

Remuneration and Benefits

The classification for this position is Higher Education Worker Level 5 (HEW5) which has an annual remuneration range of \$79,654 to \$89,842 inclusive of an annual salary range of \$67,883 to \$76,566 and 17% superannuation.

In July 2020 QUT staff voted in favour of a variation to its Enterprise Agreements. The variations were approved by the Fair Work Commission in August 2020.

The variation impacts leave loading (for new staff no loading will be paid or accrued during the period the variation is in effect), salary increases (the salary increase which was due to occur in the first full pay period of December 2020 has been deferred until the first full pay period of December 2021) and superannuation (superannuation will be paid to staff as though the salary increase which would have been paid in December 2020 has taken effect and, subject to the rules of the superannuation fund, a defined benefit member will continue to make contributions in alignment with the contributions made by the University). A link to the variation is [here](#).

Beyond personal and professional fulfilment, a career at QUT brings a broad range of tangible benefits. With competitive remuneration including superannuation, the University offers real and generous benefits.

QUT is a high quality and flexible organisation that is proud of its excellent employment conditions which include but are not limited to:

- Reduced working year scheme
- Parental leave provisions
- Study support encompassing leave and financial assistance
- Comprehensive professional development
- Salary Packaging

Further benefits can be found at the [Life at QUT](#) page.