Job Description

Job Title: Technology Enhanced Learning Manager

Reports to: Professor of Health Professions Education

Objective: Developing and implementing an overall Technology Enhanced Learning strategy for RCSI and shaping blended learning solutions for existing and new programmes at both undergraduate and postgraduate level to address student needs and market demand.

Principle Duties and Responsibilities

- Providing in-depth knowledge of the educational technology landscape from both within academia and across the sector as a whole
- Working with Academic Leads to identify and develop blended learning solutions for RCSI academic programmes as appropriate
- Working with IT and in collaboration with other stakeholders to identify appropriate e-learning platform and tools to deliver academic programmes
- Providing direction and support in the development of e-learning solutions
- Ensuring the RCSI’s current learning technologies are utilised appropriately and to the maximum to benefit both staff and students
- Supporting and advising on appropriate digital recording of student consultations, Simulation work and staff teaching to enhance learning
- Supporting the implementation of the overall RCSI Organisational Strategy 2013-2017 by ensuring that RCSI adopts the right learning technologies to enhance the learning experience for our students, and providing excellence in education and leadership in International Medical Education
- Identifying and applying the right educational technologies to support the international growth and reach of our programmes
- Developing, devising and implementing the strategic plan for e-learning/blended learning solutions for RCSI, informed by best practice and market demand
- Leading, influencing, guiding and project managing the e-learning projects that are currently underway within RCSI
• Taking responsibility for developing proposing and implementing an overall digital pedagogy/e-learning framework for RCSI in conjunction/consultation with Professor for HPE.

**Key Requirements/Competencies**

• Significant experience of and in-depth knowledge of learning Technologies in the marketplace and the application of these in academia and the sector as a whole
• Proven track record of implementing innovative technology enhanced learning solutions and programmes within the higher education or the sector as a whole
• Experience of training methodologies, innovative practices and developments
• The ability to explain pedagogic and technical issues clearly to people at all levels of technical and academic knowledge
• Excellent organisational skills and the ability to demonstrate initiative
• Project management experience and the ability to own a project from end to end
• Proven track record of managing tasks and time and establishes courses of action to achieve project objectives and deadlines
• Excellent communication and interpersonal skills
• Influencing skills – the ability to successfully influence at all levels of an organisation
• Customer focused
• Enjoyment in working as part of a team
• High level of accuracy and attention to detail
• Excellent IT skills
• Strong issue resolution capabilities

**Minimum Requirements/Qualifications**

• Undergraduate Degree (a masters level qualification in a relevant field is desirable)
• Minimum of 5 years’ experience in education/IT sector/industry
• Experience of innovation in the delivery of Teaching and Learning Technologies