



Content Developer

Reference: EHA0918-0922
Salary: £28,762 - £31,411 per annum, pro rata
Grade 6, Points 23-26
Contract Type: Permanent
Hours: Part Time (18.5 hours per week)
Location: Ormskirk

Accountable to: Director of Library and Learning Services

Reporting to: Learning Design Manager

About the Faculty/Department

Library and Learning Services provides a responsive and supportive environment for students and staff, developing and supporting learning through a wide range of services, facilities, research, technology and information including:

- Information/learning resources – print and digital
- Library Services – Ormskirk and Manchester
- Digital Learning Technologies – Blackboard and tools for teaching and learning
- UniSkills – digital/information literacy and academic writing for students
- Specialist support for students with SpLD
- Research support
- Supporting the development of digital skills for staff and students

The Team

The Digital Learning Technology Team support the use of the suite of tools known as Learning Edge and aim to develop the effective use of technology for teaching and learning. The team includes Learning Technology Development Officers who work with Academic staff to support the development of courses, Systems Technical/Support who are the first port of call for staff queries, Digital Training who coordinate Library & Learning Services staff development offer and deliver digital training sessions and Content Development who support our online partnerships and programmes offer. The whole team engages in projects to develop, introduce and support new tools for teaching and learning.

About the Role

As a member of the Digital Learning Technology Development Team within Learning Services, the post holder will work alongside colleagues across the University in the development of a broad range of blended and online programmes across our undergraduate, postgraduate and emerging international provision.

The role will develop best practice guidance for the design and development of high quality blended and online course provision, making the best use of digital learning technologies to support future developments in relation to an increasingly diversified academic portfolio.

Providing expert advice, guidance and support the role will have a strong focus on design, development and realisation of digitally enabled teaching and learning at the

University. The role will demand that you are organised, able to manage priorities and your time effectively to meet multiple deadlines and deliver a range of outputs.

The post will normally be based at the Ormskirk Campus, but the postholder will be required to work flexibly, this may include evenings and weekends if required.

Duties and Responsibilities

To support the development of pedagogically sound programmes for blended and online delivery

1. Support with the design and development of high quality, interactive, media rich course content suitable for blended and online delivery through the application of sound pedagogic principles.
2. To liaise with the Senior Content Developer and relevant academic and managerial staff across the university to understand the requirements which are to inform the course development from a technical perspective.
3. Identify and develop expertise in content authoring tools to develop resources which meet the diverse needs of students potentially studying in low resource settings.
4. Contribute to the production of learning content from initiation to completion within the agreed timescales.
5. To actively maintain knowledge of the latest developments relating to accessibility within the context of content and curriculum development ensuring inclusive approaches to design and development are adopted and translated into the final output.

To support the development of staff skills in the effective design and development of educational resources to meet specific learning outcomes

6. Support and facilitate staff development sessions in effective design, development and delivery of online and blended content in conjunction with colleagues in CLT.
7. Investigate and evaluate new developments in the field of digital learning

technologies incorporating best practice into content and curriculum development.

To provide wider support for digital learning technologies

8. Proactively contribute to the SOLSTICE fellowship and other relevant University committees or groups, participating in relevant forums and conferences.
9. Actively engage with physical and virtual networks and professional groups related to digital learning to develop personal and professional knowledge, skills and confidence.
10. Represent the University in various regional, national and international forums, attending seminars and conferences related to digital learning, to showcase University developments, research and evaluations.
11. Provide cross team support to colleagues within the division to support the delivery of Digital Learning across the University.
12. Promote and support the University's centrally-managed Digital Learning Technology systems with a particular focus on the effective use of Learning Edge and associated tools.
13. Contribute to the development and delivery of a comprehensive staff development programme that supports the delivery of excellent Digital Learning.

In addition to the above all Edge Hill University staff are required to:

- a) Adhere to all Edge Hill's policies and procedures, including Equality and Diversity and Health and Safety
- b) Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons
- c) Undertake appropriate learning and development activities as required
- d) Participate in Edge Hill's Performance Review and Development Scheme
- e) Adhere to Edge Hill University's environmental policy and guidelines and undertake tasks in a sustainable manner
- f) Demonstrate excellent Customer Care in dealing with all customers



Edge Hill
University

Eligibility

Candidates should note that shortlisting will be based on information provided on the application form with regard to the applicant's ability to meet the criteria outlined in the Person Specification attached.



Please note that applications will be assessed against the Person Specification using the following criteria, therefore, applicants should provide evidence of their ability to meet all criteria.

Methods of Assessment include Application Form (A), Supporting Statement (S), Interview (I), Test (T) & Presentation (P).

		Essential	Desirable	Method of assessment (I/A/S/T/P)
Qualifications				
1	Educated to degree level or to have significant directly relevant work experience	*		A
2	Postgraduate qualification in learning and teaching support or equivalent		*	A
Experience and Knowledge				
3	An understanding of the concepts, principles and strategies that enable online learners to achieve and be academically successful along with the technical constraints and benefits of educational technologies		*	S/I
4	Experience of working collaboratively with key stakeholders	*		S/I
5	Experience of educational content creation for blended and online provision using a variety of digital tools e.g., Adobe Captivate, Articulate, iSpring	*		S/I/P
6	Proficient in adding value to the online learning experience using education technology through the use of a virtual learning environment and electronic assessment.	*		S/I
7	Knowledge of educational issues and current developments involved in content and curriculum development	*		S/I
Abilities and Skills				
8	Excellent analytical and practical problem-solving skills including the ability to manage multiple work strands and projects	*		S/I
9	Excellent influencing, liaising and networking skills	*		S/I
10	Able to work effectively under pressure and demonstrate enthusiasm, energy and initiative	*		S/I
11	Able to be operate flexibly and reliably as part of a team and individually	*		S/I
12	Excellent creative and design skills	*		A/I/P

How to Apply

When you are ready to start the formal application process, please visit our [Current Vacancies page](#) and click 'vacancies', search for the role you wish to apply for, and click 'Apply Online'. The online application form can be completed in stages and can be revisited at any time. The form automatically saves as you enter your information and it is simple to move backwards and forwards throughout at any time prior to submission. Help is available at each stage to guide you through the form. Before final submission, you can preview your application and can then choose to refine or submit the form.

Please refer to the advert for the closing date for this vacancy, all applications must be submitted by 11.59pm on this date. Following the closing date, we will contact you by email to let you know whether or not you have been shortlisted to participate in the next stage of the selection process. We try our best to inform all applicants within two working weeks following the closing date.

Application > Shortlisting > Interview > Outcome

For informal enquiries about this vacancy you may wish to contact: Scott Farrow, Head of Digital Learning Technologies at Farrows@edgehill.ac.uk.

At Edge Hill University we value the benefits a rich and diverse workforce brings to our community and therefore welcome applications from all sections of society.