



Academic Practice Developer

Job Summary

Robert Gordon University is recognised for delivering professionally-focused education and a high-quality student experience. Underpinning this is a capable workforce, to whom the university is committed to providing opportunities for development and progression.

The Department for the Enhancement of Learning, Teaching and Assessment is responsible for the delivery of RGU's staff development offer in learning and teaching. This offer has been significantly enhanced and expanded over the last four years, with plans to further diversify the range of opportunities and support available to RGU colleagues to promote positive experiences and outcomes for both staff and students.

As Academic Practice Developer, you will join the Academic Development Team and hold a key role in developing and delivering an ambitious, high quality CPD offer for staff involved in teaching and learning support across the institution. This will involve coordinating established credit-rated modules, leading on the development of new services and products, and working in partnership with nominated academic Schools. You will also contribute to enhancement projects and activities related to learning and teaching. You will have a track record in delivering high quality learning and teaching, the effective coordination of provision, and designing support that is responsive to stakeholders' needs.

The position is available immediately and appointment will be on a permanent, full-time basis.

The post will be based on RGU's Garthdee campus in Aberdeen, and in keeping with RGU's commitment to work/life balance you may have the opportunity to work from home for a portion of the working week.

Salary on first appointment is normally to the bottom of the scale, although *in exceptional circumstances* an appointment further up the scale may be considered.

Relocation assistance may be available for this post, subject to conditions.

To apply, please submit your CV along with a covering letter detailing your suitability for the role.

Job Description

RESPONSIBLE TO: Academic Support Lead

RESPONSIBLE FOR: No supervisory responsibility

PURPOSE OF POST: To contribute to the development and delivery of DELTA's staff-facing offer by coordinating and delivering credit-rated modules in Academic Practice and leading the design and delivery of services and products for staff to enhance learning, teaching, and assessment. Responsible for leading, coordinating and delivering aspects of CPD provision in learning and teaching for all RGU staff and others supporting the RGU student experience. Responsible for liaising with members of DELTA team and others e.g. module leaders, staff in schools / departments, to deliver projects and services, and to assure the quality and relevance of support.

PRINCIPAL DUTIES:

Teaching and Learning Support: Develop teaching materials, methods and approaches to CPD provision (workshops, courses, activities, projects, services, resources) as an integrated part of DELTA team activities.

Planning and organising provision to maximise effective use of resources and opportunities.

Seek ways of improving performance of CPD provision through reflection and obtaining and analysing feedback.

Teach elements of CPD provision, individually and as part of a teaching team.

Coordinate and deliver elements of credit- and non-credit rated DELTA CPD provision across all levels: induction, initial development courses leading to recognition by the Higher Education Academy, and CPD for existing staff and others supporting the RGU student experience.

Design and deliver products and services to support the enhancement of learning, teaching and assessment.

Work in partnership with allocated academic Schools to determine academic practice development needs and provide appropriate support.

Manage own responsibilities for teaching and administrative activities as agreed

Person Specification

ESSENTIAL REQUIREMENTS

Qualifications and Professional Memberships

Postgraduate qualification relevant to role.

Fellowship of the Higher Education Academy.

Knowledge

Learning, teaching and assessment practice in contemporary UK higher education or in a professional training unit.

Approaches to delivering staff development in UK higher education or a professional training unit

Assessment and providing feedback to participants on learning and teaching / staff development courses.

Use of online learning and assessment, including use of a virtual learning environment. UK external references and resources to support CPD of learning and teaching.

Experience

Designing and planning CPD/ subject activities in response to stakeholders' needs.

Delivering effective staff development in UK higher education or a professional training unit.

Interacting with academic and support staff and working collaboratively to develop and maintain effective working relationships.

Developing online learning resources and activities

DESIRABLE REQUIREMENTS

Qualifications and Professional Memberships

Potential to achieve Senior Fellowship in the future.

Knowledge

The United Kingdom Professional Standards Framework (UKPSF).

Quality assurance and enhancement processes in higher education

Specific knowledge of some of the following aspects: work-based learning; promoting and supporting diversity, including the needs of disabled students; online distance learning; scholarship of teaching and learning.

Experience

Delivering teaching and/or learning support at an undergraduate and/or postgraduate level Coordinating CPD programmes and/or credit-rated activity.

Leading projects related to staff development

Behaviours

Behaviour 1: Communication Ability to receive, understand and convey information requiring careful explanation and information of a complex or conceptual nature, in a clear and accurate manner.

Behaviour 2: Pastoral Care and Welfare Experience of: calming and reassuring those with work/study related problems who may be experiencing distress; dealing with difficult welfare situations or confidential matters; providing support for those in considerable distress or requiring long-term complex support.

Behaviour 3: Teaching and Learning Support Experience of: providing standard information or delivering teaching or training; designing content or

learning materials within existing frameworks; developing innovative approaches to learning experience and the curriculum.

Behaviour 4: Service Delivery Experience of exploring and adapting a service to meet customers' expectations and also identifying ways of improving standards.

Behaviour 5: Liaison and Networking Experiences of: circulating information in an accurate and timely manner; working across team boundaries to build and strengthen working relationships; leading and developing internal networks to pursue a shared interest; leading and building external networks to enhance the work of the organisation.

Behaviour 6: Analysis and Research Experience of identifying or designing data gathering and analytical methods appropriate for each investigation, and producing reports that identify key issues and findings.

Salary: 42149.00 - 50296.00 GBP per Year

Position Type: Full Time , Permanent 37.0 Hours per Week