



ONLINE LEARNING DESIGNER ROLE DESCRIPTION

The College may vary this Role Description, in response to the changing needs of the organisation.

Core Role Purpose & Accountability

Rosebank College values and understands the power of technology in the 21st century, and the impact it has on our students when utilised effectively.

Working alongside the Technology Integrator and reporting to the Information Systems Manager (ISM), the Online Learning Designer's primary role is to collaborate with staff across the College to design and create innovative and engaging online learning programs to staff and students via our Learning Management System (LMS).

Personal and Professional Qualities

- Committed to creating innovative online learning programs
- Has an understanding of cognitive load, and how to design online programs in a way to reduce its impact
- Willing to show initiative; exercise creativity and adaptability; able to work as part of a team
- Strong communication skills, both verbal and written
- Strong time management skills and attention to detail
- Enthusiastic about technology and its place in the classroom
- Committed to the success of staff and students within the College

Role Responsibilities

The Online Learning Designer is responsible for:

Spiritual and Religious Leadership

- Integrating the religious dimension of the College into all aspects of the role
- Supporting the Mission Team to facilitate prayer/reflection experiences within the College
- Integrating the Benedictine values perspective into all policies and procedures

Developing the Learning Community

- Working closely with staff to design and develop engaging content for students and staff, aligned to accredited curriculum
- Evaluating and continuously improving delivered programs to adapt to changing demands by the College
- Assist the ISM provide end-user support for the College's LMS to College staff
- Assist other members of staff throughout the College as requested by the Principal or his/her representatives.

Providing Innovative Leadership

- Works with the College to lead best-practice design principles within the LMS, leading to cutting edge design
- Showing leadership and working on joint projects with other schools as per the Principal's request.
- Engaging in and supporting "lifelong learning" for personal professional development through regular ongoing participation in conferences and personal learning networks.

Facilitating Quality Relationships

- Engaging with colleagues in a positive manner
- Promoting an atmosphere of respect with colleagues
- Collaborating with colleagues through the direction of the Assistant Dean of Learning

- Adhering to the College's Code of Conduct and Child Protection policy

Providing Organisational Leadership

- Meeting deadlines as laid out by the College
- Undertaking supervisory duties as required
- Observing WHS requirements of the workplace

Selection Criteria for this Position Include

- Demonstrated prior ability to design and create online learning experiences for students using an LMS (preferably Canvas)
- Previous experience with HTML, CSS and JavaScript
- Relevant qualifications in Education / Learning Design / Online Learning or a related discipline area, while not critical to this role, are welcomed

ROSEBANK COLLEGE MISSION STATEMENT

Rosebank College is a Catholic, independent, secondary school that continues in the tradition of the Sisters of the Good Samaritan. Our school provides an environment for young women and young men that encourages a love of learning. We promote a balance between the spiritual, intellectual, physical and social development of the individual. Following the example of the Good Samaritan and in the spirit of the Rule of St. Benedict, we encourage a love of Christ, stewardship, hospitality, compassion and service to each other and the wider community.

We acknowledge the primary role of our families and welcome opportunities to work in partnership with them. As a Catholic community in a multicultural environment we are challenged to give strong witness to our role as advocates of justice. Rosebank is a Catholic, co-educational College operated by Good Samaritan Education that offers families in Sydney's Inner West a unique learning environment.

OUR VISION

The vision for Rosebank College is that it is known as a place of academic excellence, in which students are both supported and challenged. We strive to be a flexible and inclusive learning community, which reaches out to others in prayer, practice and perspective. Rosebank proudly maintains its traditions and aims to respond critically and intelligently to our changing world and its demands. We envision Rosebank as the school of choice for both staff and students; where they are engaged fully in their learning and use it to make a difference in their world.
