

**Company:** London College Contemporary of Arts (LCCA)  
**Department:** Academic  
**Role:** Learning and Teaching Technologist  
**Reporting to:** Principal  
**Direct reports:** n/a  
**Location:** Tower Hill, London  
**Salary:** Competitive

### Role Summary

The Learning and Teaching Technologist is a pivotal role, wherein the postholder will ensure that all staff are equipped with the necessary skills to design, create and deliver engaging teaching materials through the use of technology and experiential blended learning, with the aim to support student success.

As a senior leader who believes in collective leadership, the postholder will be capable of comprehending and assisting the entire department's needs, be part of the Senior Management Team (SMT), and work alongside others to establish LCCAs strategic direction, demonstrating inclusive and cooperative work practices that are crucial to our accomplishments.

Blended learning, which combines traditional classroom teaching with online and digital resources, is a key focus for this role. The role holder will possess extensive knowledge of various digital tools and technologies, research capabilities to find suitable content, proficiency in gathering and organizing online learning resources, and the ability to communicate technical information effectively to all staff, regardless of their technical abilities. The role holder will lead on various projects aimed at enhancing our teaching practices to improve student learning experiences and outcomes, and therefore serve as a primary resource for academic colleagues, to provide guidance on the effective use of digital technologies and experiential blended learning across levels 3-7 of our LCCA courses.

The role-holder will work with the academic team, to meet organisational objectives throughout the college, through contributing to cross-college initiatives and the delivery of staff training and development programmes by continuously improving our blended learning approaches. Within this role, possessing leadership qualities, emotional intelligence, and the ability to collaborate across the different teams are considered as important as having the necessary specific knowledge and skills.

### Key Activities & Responsibilities

- Utilize comprehensive knowledge and understanding of educational theory and effective and engaging digital and experiential teaching practices to provide high-quality advice and support in creating learning resources for various academic disciplines.
- Collaborate efficiently with subject experts in academic teams to assist them in developing, editing, and maintaining high-quality digital learning materials, experiences, and environments that meet subject-specific requirements.
- Audit blended learning materials and provide support and guidance to the academic team to ensure alignment with LCCAs blended learning pedagogy

- Demonstrate strong collaborative and partnership skills when working with all members of staff to support innovative blended pedagogic practices.
- Produce instruction guides and rubrics, and offer training to aid academic staff, student instructors, and others in optimizing the use of experiential learning and digital resources and environments.
- Troubleshoot and resolve any problems that academic teams or their students report in the digital space concerning learning objects, resources, and/or environments in collaboration with the relevant teams.
- Take an active role in building communities of best practices in technology-enhanced learning and gather and respond to feedback on current and future digital needs of staff and students.
- Participate in ongoing professional development and academic activities related to improving LCCA’s pedagogic approach to experiential blended learning
- Contribute to LCCAs reputation both internally and externally, by participating in relevant pedagogical research and sharing findings with the wider community.
- To support and work closely with the Principal, Dean, Course Directors, Subject Leads, Lecturers, and other appropriate staff, to facilitate the appropriate implementation of college-wide policies and initiatives in relation to the implementation of digital technologies to support teaching and learning.
- To perform such duties consistent with your role as these may from time to time be assigned to you anywhere within the College.
- To undertake health and safety duties and responsibilities appropriate to the role.
- To work in accordance with the Colleges’ Equal Opportunities Policy and to promote equality and diversity in your work.
- To undertake continuous personal and professional development, and to support any staff you may manage through effective use of the College’s Planning, Review and Appraisal scheme and staff development opportunities.
- To make full use of all information and communication technologies in adherence to data protection policies to meet the requirements of the role and to promote organizational effectiveness

## Requirements for the role

### Qualifications/Education

Essential	Desirable
<ul style="list-style-type: none"> <li>• Relevant BA and postgraduate qualification or equivalent professional experience</li> <li>• Teaching qualification (PG Cert or equivalent)</li> </ul>	<ul style="list-style-type: none"> <li>• PhD or Higher-level research degree</li> <li>• Fellowship (or Higher) of the Higher Education Academy</li> </ul>

## Knowledge & Skills

### Essential

- Demonstrates a comprehensive knowledge, understanding and application of the range of digital teaching, experiential learning and learning technologies within HE and their implementation into the Virtual Learning Environment (VLE) within HE
- Able to recommend and support with the implementation of experiential teaching and learning digital tools to support Chunked Experiential Learning (CEL)
- Able to research and maintain currency of knowledge within the digital learning environment and recommend innovative approaches within this field, to support student success
- Ability to source and recommend relevant technologies (inc. digital technologies) that support a range of learning styles and interactions between students and staff, and support the academic team to do the same
- Ability to lead, promote and facilitate collaborative approaches with subject experts and academic teams, to provide appropriate technological learning support for a range of disciplines within the HE environment
- Ability to present technical information in a way that is user-friendly and engaging
- Ability to provide staff training to support the successful implementation of relevant digital technologies within the VLE that enables student success
- Ability to analyse data in the continuous review of online learning communities, to assess their effectiveness for student success
- Considers equality, diversity and inclusivity in all aspects of working with and leading people, looking at implementing reasonable adjustments, where appropriate
- Ability to troubleshoot and solve problems and work with colleagues to do the same to improve the student experience of the VLE
- Shows commitment to understanding the range of student and staff technical capabilities and provide guidance and support accordingly
- Able to effectively plan and manage workload and resources by prioritising work to meet deadlines and achieve personal, team and course objectives
- Able to work effectively and respectfully with a wide range of people by fostering an inclusive and constructive teamwork and problem-solving approach

## Experience

### Essential

- Extensive experience of sourcing and using innovative digital technologies in a Higher Education environment to support student engagement and success
- Experience of an innovative and inclusive approach to implementing digital technologies to support teaching in Higher Education, contributing to student success
- Experience of implementing experiential learning within the HE environment, to create an engaging and supportive learning environment.
- Experience of leading teams in the successful implementation of digital technology within the HE environment
- Evidence of research, knowledge exchange and/ or professional practice that contributes to the advancement knowledge and is relevant to the goals of LCCA and the role

*The post holder may be asked to undertake different or additional duties in line with business requirements at the request of their line manager.*

*There is an expectation that all employees will maintain the values of the Group and will comply with the code of conduct as well as equality and diversity, GDPR, health and safety and safeguarding policies.*

*There will be an occasional need to undertake business travel between other sites within London and across the UK.*