

## Kent County Council

### Job Description: *Learning Solutions Developer*

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<b>Directorate:</b>	<b>Strategic and Corporate Services</b>
<b>Unit/Section:</b>	<b>P&amp;C – Learning &amp; Development</b>
<b>Grade:</b>	<b>KR9</b>
<b>Responsible to:</b>	<b>Business Learning and Development Advisor</b>

#### **Purpose of the Job:**

To design, develop and roll out digital and technology-based learning solutions working with subject matter experts and key stakeholders across KCC in accordance with business needs. This includes developing interactive, multi-media, online learning solutions to support course delivery.

#### **Main duties and responsibilities:**

- Develop new and maintain existing online learning solutions using various media.
- Design and deliver blended learning solutions that encompass various delivery methods, including eLearning, webinars, and videos.
- Provide creative and technical expertise to the business and wider team, including digital content creation and delivery. To ensure the most appropriate solution is developed and demonstrates innovative ways which improve the learner experience.
- Uploading new programmes and module content, fully utilising the Learning Management (LMS) System features.
- Contribute to and maintain a robust quality control system for online learning development and delivery, taking responsibility for course design. Ensure courses remain relevant and responsive to changing business needs.
- Ensure that thorough evaluation of learning solutions takes place, contributing to continuous improvement.
- Stay up to date on new emerging technologies and content to enhance online learning offers and share this with the broader team as appropriate.

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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### Person Specification: *Learning Solutions Developer*

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	NVQ 4 or equivalent within a relevant field
<b>EXPERIENCE</b>	<p>Be able to demonstrate solid practical knowledge and substantial experience in digital learning design and developing creative, technically sound learning solutions informed by understanding how people engage with and respond to visual, audio, and written content.</p> <p>Demonstrable experience of developing and editing/re-developing learning solutions/resources in a range of formats and for a range of delivery methods (i.e. SCORM, videos, animations, immersive scenarios, assessments, observations, webinars, workshops) that challenge attitudes, stimulate behaviour change and enable the practice to support skill development.</p> <p>Be able to demonstrate experience in building and maintaining excellent working relationships within the business and with stakeholders to ensure projects are delivered on time within expected deadlines.</p> <p>Be able to demonstrate experience of working to project plans and meeting deadlines.</p> <p>Be able to demonstrate experience of working well under pressure; effectively handle tight deadlines, ambiguity, unexpected delays, revisions, ad hoc requests and changing priorities.</p>
<b>SKILLS AND ABILITIES</b>	<p>Brilliant technical capability with a range of software such as Authoring tools, e.g. Adapt, Captivate, Adobe Creative, Cloud products such as Microsoft Office and an interest in exploring application technologies</p> <p>Fantastic attention to detail and commitment to user testing, trialling, observing and re-developing solutions to ensure a great end-user experience</p> <p>Strong administrative skills to maintain effective version control, storage and archiving in line with team processes</p> <p>Have excellent communication and interpersonal skills (written and verbal)</p> <p>Exceptional people engagement skills to engage end-users in the development process</p> <p>Research and data management skills with the ability to analyse and report on data</p>

<b>KNOWLEDGE</b>	<p>Exceptional knowledge of digital learning solutions and tools</p> <p>Excellent understanding of the psychology of how people learn to underpin the design of learning solutions such as user-centred design (5DI learning design), agile and design thinking, multi-sensory design and accessibility principles</p> <p>Good working knowledge software related to online learning</p> <p>Good working knowledge of equalities and the promotion of diversity in all aspects of working</p>
<b>KENT VALUES AND CULTURAL ATTRIBUTES</b>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• We are <b>brave</b>. We do the right thing, we accept and offer challenge</li> <li>• We are <b>curious</b> to innovate and improve</li> <li>• We are <b>compassionate</b>, understanding and respectful to all</li> <li>• We are <b>strong together</b> by sharing knowledge</li> <li>• We are all <b>responsible</b> for the difference we make</li> </ul> <p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p> <p><b>Empowering</b> - Our people take accountability for their decisions and actions</p> <p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p>