**The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.**

**TEACHING & LEARNING DIVISION**

**3-YEAR FIXED TERM CONTRACT**

**INSTRUCTIONAL & LEARNING DESIGNER**

**(PEROMNES GRADE 7)**

**UNIVERSITY TEACHING AND LEARNING**

**Howard College, PMB & Westville Campuses**

**REF NO. TL01/2024**

The University’s Teaching and Learning Office seeks to appoint two Instructional and Learning Designers to collaborate with academic staff and staff within support sectors to:

* Design online programs, which leverage technology and innovative learning solutions to enhance teaching and learning;
* oversee, support and promote the effective use of technology and design in online teaching, including course and program development that emphasises pathways to learning;
* design, develop and evaluate curriculum, methods, teaching and assessment techniques for both face-to-face and blended instruction;
* support the end-to-end process of materials development, feedback, and revise according to quality standards using contemporary web tools and technologies;
* support the production and delivery of e-learning and online methods and techniques;
* create promotional material for online, radio, and television delivery; and to
* teach on professional learning programmes, conduct workshops on online and/or blended learning experience design, and participate in collaborative project work.

The role requires a dynamic and energetic person who is able to multitask under strict deadlines in a fast-paced environment, and is willing to engage in continuing professional and personal learning. The incumbent must have excellent report writing and research skills and excellent teaching, mentoring, coaching, assessment and communication skills. S/he must have the ability to interact professionally and build strong relationships with a diverse group of users and support staff. The successful candidate will work independently and as part of a team of Instructional & Learning Designers and will report directly to the UTLO Director and the relevant College Dean of Teaching and Learning.

**Minimum Requirements**:

* Honour’s degree (or equivalent), preferably, in the field of curriculum development or other relevant discipline (e.g. computer-based education, educational technology, instructional design, learning design, media science or eLearning)

**Experience**

* Five (5) years’ higher education working experience, or three (3) years’ teaching or delivering seminar-style training, including initiatives for using educational technologies appropriately in design, development, teaching, and coordination of online and/or blended learning programmes in a complex university environment;
* Alternatively, five (5) years’ relevant experience, or an equivalent combination of working experience and teaching or professional development/training delivery;
* Design and development experience for both face-to-face and blended learning environments;
* High level of computer literacy and proficiency in software such Microsoft 365
* *Preference* will be given to candidates with specialised skills in:
* managing and formally evaluating programme development projects or initiatives;
* production of learning objects and educational media using video recording, photography, editing equipment and software; HTML authoring software; web or graphic design software and other multimedia and web development tools.

Short-listed candidates may be required to undertake a skills test.

Enquiries and details regarding this post, including requests for a job profile, may be directed to Professor Fayth Ruffin, [ruffin@ukzn.ac.za](mailto:ruffin@ukzn.ac.za).

**The total remuneration package offered includes benefits. The closing date for receipt of applications is 9 February 2024.**

**Please copy the following link into your browser to apply: https://ukzn.ci.hr**

*Kindly note that the University of KwaZulu-Natal (“the University”) is required to process any Personal Information (as defined by the Protection of Personal Act, 2013 “POPIA”) submitted by candidates when applying for positions at the University. The provision of the Personal Information is a requirement in terms of the University’s recruitment and selection process. The retention of any personal information is as a consequence of the University being bound by legislative requirements and / or good governance practices as well as record keeping for statistical purposes. The University will endeavour to ensure that the appropriate security measures are in place and implemented for both electronic and paper-based formats that are used for processing of the personal information recorded through this recruitment and selection process.*