Example of Manager Education Job Description

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Our growing company is searching for experienced candidates for the position of manager education. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for manager education

- Contribute to the development of a new eLEAF (e-learning and e-assessment) facility and independently make decisions on appropriate software choices for e-assessment
- Build networks across the University to influence best practice and influence University-wide e-assessment developments and University strategy, informed by analysis of impact of the use of e-assessment within eLEAF and the wider School of Biosciences
- Independently deliver professional advice and guidance to academic staff on the application of virtual learning environments in teaching, learning and assessment, particularly Learning Central (Blackboard)
- Ensure that Learning Technology support and training is delivered effectively to the School, proactively changing the delivery and support according to customer requirements
- Lead and manage the development of use and adoption of learning technologies within the School, representing the School on University & College networks or working groups as appropriate, using own experience to influence University-wide developments in use of learning technology
- Investigate and analyse specific issues within the use of learning technologies, in collaboration with academic staff, evaluating and making recommendations, both within the School and across the University, supported by own knowledge of advances within learning technology
- Analyse business processes and use of software within the Education Office which supports learning and teaching, identifying areas for improvement,

- Take independent responsibility for resolving issues independently within e-learning and education support technology platforms, delivering solutions to academic and professional services staff, from initial idea to the deployment of a solution or resolution of service issues
- Plan, design and deliver demonstrations, training and online resources for internal user groups with a range of background experience on the effective use of learning technologies within learning, teaching and assessment
- Research and recommend new learning technologies/approaches and ways to implement them to improve students' learning experience

Qualifications for manager education

- Nursing education and/or staff development experience required
- Must have management and teaching ability, and to effectively motivate and supervise others
- Previous experience teaching diverse audiences is required
- 3-5 years' professional experience developing education curriculum, engaging in public speaking and coordinating presenting programs in formal or non-formal setting required
- Develop long-term strategic relationships with key partners
- Participate in and influence VATC and reseller business plans