UNIVERSITY OF SUSSEX

1 Advertisement

Post Title: E-learning Developer / Integrator
School / Division: IT Services / Applications / Learning Systems & Multimedia
Hours: Full time
Contract: Permanent
Reference: 1927
Salary: starting at £32,004 and rising to £38,183 per annum
Closing date: 10 May 2017. Applications must be received by midnight of the closing date.
Expected start date: As soon as possible
Proposed date for interviews: Thursday 25 May 2017

Sussex University has ambitious plans for learning and teaching, and we are looking for an excellent web developer with knowledge of designing for user experience to join us in our quest to deliver great systems for our students.

You will be part of a team whose primary focus is the design, development, integration, delivery and maintenance of core systems to support teaching and learning in the University. You will work primarily on the institution’s learning platform, which is currently based on Moodle.

You should have experience of:

- Web development on projects that have had a broad impact on your organisation.
- Developing or integrating with virtual learning / online learning platforms.
- Using modern developer tools, and sound skills in PHP, HTML5, CSS3 and JavaScript.

Most of all, you will be excited by web technologies and have the ability to apply them creatively to delivering systems to support students’ learning.

For full details and how to apply see our [vacancies page](#)

*The University of Sussex is committed to equality of opportunity*
2. **Senior leadership and management**

The Vice-Chancellor (Professor Adam Tickell) is the senior academic officer and, as Chief Executive, is responsible to the University Council for management of the University. He is supported by an executive group which includes the three Pro-Vice-Chancellors, the Registrar and Secretary, the Director of Finance and the Director of Human Resources. The Heads of the Schools of Studies at Sussex report to the Pro-Vice-Chancellors.

The Registrar and Secretary heads the Professional Services of the University. In addition, under the University Statutes, the Registrar and Secretary is Secretary to the University Council. The Director of Finance reports to the Vice-Chancellor. The Director of ITS reports to the Registrar and Secretary, and the Librarian reports to one of the Pro-Vice-Chancellors.

3. **The School / Division**

IT Services delivers a wide range of central and specialist Technology and Information Services to users across our Campus and beyond.

We have 7 main teams delivering these services through a developing service management delivery model.

The **Technology and Architecture** office ensure our technologies, policies and standards are secure, up to date and that plans to replace, upgrade and improve our technologies and systems are aligned and prioritised around the University's strategic plans and objectives.

**Infrastructure Operations**, which runs the campus network and servers connected to it, designs the software environments installed on our staff and student workstations, provides third line support for users, and support for IT staff across campus.

**IT Service Delivery** provides service centre, desktop and teaching systems support, research support and IT training needs of our users and, in some cases, provides second line support for the users of our workstations.

**Projects and Programme Delivery** provides management and delivery of projects and major change programmes, and provides assurance through a central IT Project Management Office (PMO).

**IT Applications** designs, deploys, and supports the University’s business and teaching information systems including Student Management, HR, Finance, VLE.

**Business Planning and Support Services** is a newly created team that will support IT Services to enable and improve the services we provide in more efficient and effective ways. Coordinating the business plan for IT Services, and working with and alongside other functional managers, it ensures ITS both design and deliver the best services possible for the University.

**Business Relationship Management** ensures our stakeholders’ and users' requirements are heard and understood to enable IT Services to prioritise initiatives and services around University plans and objectives, as well as providing alignment, advice and guidance to how IT Services can best support academic, research and professional services.
4. Job Description

Job Title: E-Learning Developer / Integrator

Department: IT Services (ITS)

Section / Unit / School: Learning systems

Location: IT Services buildings

Grade: 7

Responsible to: Head of Learning Systems

Responsible for: No reports

Purpose of the post:

The post-holder will play a key role in the development and maintenance of e-learning systems at the University.

Success factors for this role include:

- delivering an excellent experience for staff and students who use our systems
- innovation
- ensuring applications are easy and enjoyable to use
- identifying and adopting best practice in coding, design and testing
- tracking emerging technology and trends in designing and building for the web, and bringing relevant ideas to the learning systems team.

Key Responsibilities:

1. Take part in the on-going development, integration, deployment and maintenance of the University's VLE and other e-learning tools. This will involve undertaking development and integration of e-learning tools to a high standard, particularly as regards usability, security and data integrity; undertaking system testing; working to agreed standards and procedures within IT Services (40%)

   - Write new programs, functions and systems to agreed specifications
   - Run user testing sessions with prototypes and interpret the results
   - Design and implement integration between systems
   - Undertake fault-finding, amendments and enhancements to existing programs
   - Carry out test-plan design and undertake testing
   - Write technical documentation
• Follow agreed procedures for user acceptance, version control, change management etc.

2 Contribute to the management of e-learning systems (20%)

2.1 Undertake administration of e-learning systems including the VLE.

2.2 Proactively contribute specialist support and expertise in designing and building for the web.

3 Draft technical specifications to meet specified requirements (10%)

3.1 Working with other technical staff, draft specifications for approval taking account of user requirements, data integration issues, existing packages and procedures.

4 Identify innovative and emergent technologies and their potential use at the University, and work with teaching staff to support their use. (10%)

5 Assist in ITS-wide user support operation (10%)

5.1 Provide technical expertise and trouble shooting in response to requests from the Helpdesk.

5.2 Undertake cover for Helpdesk.

6 Contribute to ITS-wide projects as directed (10%)

6.1 Work as a full part of the team on designated projects.

6.2 Manage appropriately defined projects as requested.

This Job Description sets out current duties of the post that may vary from time to time without changing the general character of the post or the level of responsibility entailed.

Date September 2013
5. Person Specification

Person Specification for the post of: E-Learning Developer / Integrator

### SKILLS / ABILITIES / KNOWLEDGE

<table>
<thead>
<tr>
<th>Essential</th>
<th>Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="X" alt="A knowledge of virtual learning environments / online learning systems and how these can be used to enhance learning and teaching" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
<tr>
<td><img src="X" alt="Sound knowledge of programming in PHP" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Knowledge of HTML5 and CSS3" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
<tr>
<td><img src="X" alt="In-depth understanding of JavaScript" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Familiarity with JavaScript frameworks such as Twitter Bootstrap" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Web design, including for mobile platforms" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
<tr>
<td><img src="X" alt="Understanding of how to consume data from web services in various formats" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Understanding of user experience design and research" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
<tr>
<td><img src="X" alt="Knowledge and understanding of building software that interfaces with databases" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Expertise in MySQL or Oracle" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
<tr>
<td><img src="X" alt="An understanding of emerging web technologies and an ability to apply them creatively to the enhancement of learning opportunities" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Good written and verbal communication skills" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
<tr>
<td><img src="X" alt="A commitment to ensuring that all work is carried out within the various relevant local policies and legal frameworks" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Able to understand and empathise with the needs of students and staff and a desire to build systems that meet these needs" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
</tbody>
</table>

### EXPERIENCE

<table>
<thead>
<tr>
<th>Essential</th>
<th>Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="X" alt="Previous work experience of developing or integrating software for the web, gained through involvement with progressively more demanding roles on projects that had a broad impact on the organisation" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td><img src="X" alt="Experience of using a full range of modern developer tools, including version control in git or Subversion" /></td>
<td><img src="X" alt="Essential" /></td>
</tr>
<tr>
<td><img src="X" alt="Experience of liaising with a variety of stakeholders" /></td>
<td><img src="X" alt="Desirable" /></td>
</tr>
<tr>
<td>Experience of working with technology enhanced learning / e-learning systems</td>
<td>X</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Experience of working within HE Institution</td>
<td>X</td>
</tr>
<tr>
<td>Experience of conducting user experience research and using the evidence to improve web design</td>
<td>X</td>
</tr>
<tr>
<td>Experience of working within and contributing to open source communities</td>
<td>X</td>
</tr>
</tbody>
</table>

### QUALIFICATIONS

| Degree in software engineering or equivalent experience | Essential | Desirable | X |

### PERSONAL ATTRIBUTES AND CIRCUMSTANCES

| Able to work as part of a team | Essential | Desirable | X |
| Able to work under own initiative and prioritise workload | Essential | Desirable | X |
| Able to cope with multiple assignments and projects simultaneously in a high pressured environment | Essential | Desirable | X |
| Commitment to continuous improvement, challenges what and how things are done, learning from both success and mistakes | Essential | Desirable | X |
| A willingness to take part in local, regional and national initiatives and projects | Essential | Desirable | X |

Date: September 2013