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Professional and Managerial Group

Open Learning and Educational Support

Temporary full-time from November 2019 to November 2020
Temporary absence of the regular incumbent

Hiring #: 2019-0579

Please read the Application Instructions [1] before applying

Open Learning and Educational Support is an integral part of the University of Guelph’s learner-centred and research-intensive mission.

As leaders in education, we create innovative and relevant educational opportunities that meet the learning needs of a local and international audience. We are guided by learner-centered principles that are reflected in our diverse programs and rich learning experiences for traditional and lifelong learners. We intentionally integrate pedagogy with technology in the design, development and delivery of our educational programs. Through research and collaboration, we engage in scholarship to advance the teaching and learning mandate of the University.

The Analyst, Teaching & Learning Technologies works closely with the Manager, Information Systems and Development along with a team of developers to create and support the incorporation of teaching and learning applications into undergraduate, graduate, and non-degree courses. The Analyst works with developers and stakeholders to design and build tools and applications for course development and administration. Working strategically to integrate educational technologies with University systems and assist in integration design, development and user testing, the Analyst also supports the development of training and implementation materials, participates in the implementation, and provides post-implementation support.

The Analyst works as part of a team, and participates in various projects to create, implement, maintain and advance information technology solutions, as well as provides technical support and guidance to the University community. The Analyst communicates and disseminates information to a wide range of stakeholders through meetings, workshops, presentations and conducts research related to their field of work, and complete special projects as assigned.

The successful candidate will have a Bachelor’s degree in Computer Science/Information Technology, or similar discipline, and a minimum 3 years of related work experience, or an equivalent combination of education and experience. The successful candidate will be creative, innovative, enthusiastic and will have experience and expertise in integrating applications in an educational context. The successful candidate will also have experience and a strong competence in associated tools and web services; programming languages database applications, scripting languages, media creation and manipulation software, web design and layout software, spreadsheet applications, accessibility and usability validators, FTP applications, XML, and computer network protocols; organizational, multi-tasking, time management, project management, and communication skills; proven analytical and problem-solving skills, and an ability to solve unique, divergent problems; the ability to build rapport with faculty and the ability and willingness to maintain up-to-date skills and knowledge in a self-directed manner; research and data analysis skills; communication skills, good judgement and a strong attention to detail; and thrive in a fast-paced environment.

(Covering) Position Number 313-050
Classification P03
**Professional/Managerial Salary Bands** [2]

*Tentative evaluation; subject to committee review.

*At the University of Guelph, fostering a *culture of inclusion* [3] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.*

**Posting Date:** 2019 10 15  
**Closing Date:** 2019 10 29

**Source URL:** https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/analyst-teaching-and-learning-technologies

**Links**  
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply  