

JOB DESCRIPTION

Job Title:	Learning Technologies Developer (Back-End)
Department:	Technology Enhanced Learning (TEL)
Grade:	7

SUMMARY OF DUTIES AND RESPONSIBILITIES:

1. Developer for TEL services with joint responsibility for all operational issues
2. Develop, deploy and maintain all TEL systems
3. Be the Conservatoire’s expert back-end resource on all TEL platforms

REPORTS TO:

Technology Enhanced Learning Lead

STAFF RESPONSIBILITIES FOR:

None

DUTIES:

The role-holder will:

1. Provide expert technical support and development for all back-end aspects of the Conservatoire’s Virtual Learning Environment (VLE), Moodle a PHP Object-Oriented and MySQL based Learning Management System, and other associated systems including Mahara ePortfolio and Wordpress systems.
2. Have joint responsibility (with the front-end developer) for monitoring, running and improving operational matters related to TEL Systems
3. Install, upgrade and maintain the VLE platform and associated systems, ensuring integration with other Conservatoire systems to guarantee a reliable and resilient online learning environment.
4. Administer, configure and ensure smooth running for WAMP stack (Windows, Apache, PHP, MySQL (WAMP), on which all our current software systems run (Moodle, Mahara, WordPress).
5. Diagnose, troubleshoot and fix reported problems found within TEL systems in a timely manner. Where required liaise and inform other departments of potential issues.
6. Develop platforms, plugins and extend functionality to support learning, teaching and assessment.
7. Research new learning technology platforms and current best practices to contribute to the technical delivery of educational innovations.

8. Engage in the identification of strategic priorities related to TEL platforms in line with the Conservatoire’s strategic plan.
9. Produce full documentation for all aspects of TEL platforms use and integration.
10. Develop an understanding of all key systems and processes within the Conservatoire.
11. To comply with all conservatoire policies and procedures.
12. To co-operate in any staff development activities required to effectively carry out the duties of the post and to participate in the conservatoire Appraisal Scheme.
13. Any other reasonable duties commensurate with the level of the post, which may be required from time to time.

NOTES:

1. *Duties will inevitably develop and change as the work of the conservatoire changes to meet the needs of its service. Employees should therefore expect periodic variations to role descriptions, and Leeds College of Music reserves this right. This role description will be supplemented on a regular basis by individual objectives derived from conservatoire strategies.*
2. *Where an applicant is, or becomes, disabled (as defined by the Equality Act 2010) and informs the conservatoire fully of their requirements, reasonable adjustments will be made to the role description wherever possible.*

GENERAL TERMS AND CONDITIONS OF POST	
Duration of Role:	Permanent
Working Hours:	37 hours per week
Salary:	Grade 7 (£32 817 - £36 914)
Notice Period:	2 months
Probation Period	10 Months
Pension Scheme:	WYPPF or Peoples Pension
Special Conditions of the Post:	N/a
APPROVAL OF JOB DESCRIPTION - LCM	
Compiled By:	Ruth Clark
Compilation Date:	June 2020