

Role: Director of Digital Curriculum, Corndel Institute

Working Hours: Fulltime (flexible)

Salary: £65k-£80k

Reporting to: Director of Operations, Corndel Institute
(matrix to Director of Curriculum and Assessment, Corndel)

Starting: ASAP

Corndel are well established as the UK's leading provider of levy funded leadership and data training. The next phase of our development will see us begin to deliver Degree level programmes through The Corndel Institute. Building on the success of our existing data programmes at levels 3 and 4, Corndel is looking to extend its offering by creating a brand-new, level 6 Digital and Technology Solutions Professional (Degree). This is an opportunity for someone to design and create our first degree-level programme to offer a life enhancing programme to both school leavers and mature students looking to advance their careers. You will use cutting-edge, innovative and interactive new learning technologies.

Job description:

- Design and create Corndel's new Digital and Technology Solutions Professional (Degree) apprenticeship programme to meet all requirements of the Apprenticeship Standard
- Own the end-to-end learner journey including the initial specification of delivery modes/technology solutions
- Specify and incorporate third party content and specialist/academic contributions where appropriate
- Input into the delivery model for this programme
- Quickly and thoroughly research new topics and produce professional content
- Write outstanding written learning content for the entire programme
- Identify and build innovative, interactive new learning technologies into the programme
- Plan first-class video content and work with our AV team to produce it
- Design and produce engaging, audience appropriate, interactive workshops
- Review and proof content returned from publishers/AV teams to a professional standard
- Collate high-quality, targeted reading lists for degree-level comprehension
- Curate content in a variety of formats (written, video, interactive...) to build and continuously improve a bank of delivery support resources
- Produce and maintain programme guides, templates and supporting documentation

Person Specification:

Personality and Attitude

- Thrives in a fast-paced, start-up style environment

- High levels of ownership and accountability
- Target driven
- Collaborates effectively to achieve success
- Proactively identifies and solves problems

Skills

- Can work at speed to meet tight deadlines
- Ability to quickly and comprehensively research new topics to write definitive content
- Ability to create professional content to a very high standard
- Can plan effectively and coordinate activities
- Ability to communicate effectively with a diverse range of internal and external stakeholders.
- Excellent attention to detail, including SPAG

Key knowledge and experience

- Excellent knowledge and understanding of all topics from the Digital and Technology Solutions Professional (Degree) apprenticeship standard as well as key topics delivered due to commercial demand
- Experience of delivering data apprenticeships (level 4 desirable)
- Detailed knowledge of End-Point Assessment (experience of having successfully taken a cohort of learners through EPA desirable)

Corndel is committed to building a brilliant team that is inclusive in its culture, and values diversity so that we can best serve the needs of the learners and clients that we support. We strive for equality of opportunity in all that we do and actively encourage applicants from all groups and backgrounds to apply for this role.

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