

Associate, Digital Innovation

**Multiple Positions Available – Full-time or Part-time Hours
(September 2022 to March 2023)**

eCampusOntario

eCampusOntario is a provincially-funded non-profit organization that leads a consortium of the province's 53 publicly-funded colleges, universities and indigenous institutes to develop and test online learning tools to advance the use of education technology and digital learning environments. Officially registered as the Ontario Online Learning Consortium (OOLC) and referred to as eCampusOntario we:

- Support the development and delivery of quality online learning experiences across all of Ontario.
- Lead in research, development and sharing of exemplary practices in online and other forms of technology-enabled learning.
- Support member institutions in fostering innovation, collaboration, and excellence on behalf of Ontario students, faculty and stakeholders.
- Contribute to the evolution of teaching and learning by responding to emerging technology and the development of state-of-the art online learning.

Associate, Digital Innovation

Position Summary

The Associate, Digital Innovation will report to the Manager, Programs within the Projects and Innovation department. Under the direction and guidance of the Manager, Programs, they will champion, facilitate, and investigate mentorship-focused efforts in Ontario postsecondary education (PSE).

The Associate, Digital Innovation will help foster enduring stakeholder engagement, long-standing buy-in and uptake of eCampusOntario assets and digital transformation across multiple channels using an accelerated and systematic approach to community building and asset adoption. Additionally, the Associate, Digital Innovation will support the formation of various entry points and deeper cultivation of value for digital transformation in the Ontario PSE sector.

The incumbent will lead the creation of programming playbooks and defined opportunities to champion, facilitate and investigate mentorship for digital transformation across the sector. Additionally, the individual will create communities of practice through sector engagements across multiple channels and publish trend reports supporting sector-wide digital transformation.

The Associate, Digital Innovation has experience with stakeholder engagement, project leadership and management and familiarity with learning technology applications and virtual pedagogy. They will have strong communication (written and oral), analytical, and organizational skills and expertise within the post-secondary sector. The Associate, Digital Innovation will support principles of Equity, Diversity, Decolonization, and Inclusion in all aspects of their work.

Accountabilities, Duties and Responsibilities

Create programming playbooks and defined opportunities to champion, facilitate and investigate mentorship for digital transformation:

- Act as champion of eCampusOntario platforms, programs, and services.
- Support awareness, uptake, and improvement of eCampusOntario initiatives.
- Provide mentorship for institutions to leverage eCampusOntario platforms, programs, and services.
- Create programming playbooks and guides to support sector digital transformation.
- Guide the development of a platform supporting institutional access to high-quality information, guidance, and opportunities to engage with virtual pedagogies and emerging education technology.

Create a significant and long-lasting community of practice through monthly webinars/workshops/channels:

- Engage stakeholder groups to promote community and sector buy-in and uptake of eCampusOntario platforms, programs, and services in aid of digital transformation.
- Create sector entry points and deeper cultivation of value propositions for eCO platforms, programs, and services.
- Improve institutional access to quality information and guidance on pedagogy and the use of education technology.
- Cultivate digital communities of practice supporting adoption and implementation of technologies and XR content.

Help develop trend reports and frameworks supporting sector-wide digital transformation:

- Increase educator engagement and reviews of education technology, open education resources (OER) and Extended Reality - Augmented Reality/Virtual Reality (XR/AR/VR) content, and pedagogical models.
- Help the sector realize digital transformation goals and a digital by design educational future.
- Support the refinement of review frameworks deployed by eCampusOntario.

Additionally, the Associate, Digital Innovation will support the following duties:

- Advise the development of key eCampusOntario programs and platforms, promoting team cross-functionality.
- Represent the postsecondary sector internally and externally through engagements with learners, educators, and support staff at various institutions.
- Test emerging platforms and recommend optimization strategies.

Connection and collaboration

- Build strong relationships with stakeholders and partners within eCampusOntario.
- Contribute to a positive, supportive, and strong team culture at eCampusOntario, including as a member of cross-functional teams.
- Drive adoption and change within the sector to encourage engagement and uptake of eCampusOntario service offerings

Building capacity

- Support mentoring and changemaking in virtual teaching and learning.
- Cultivate communities of practices and engagement opportunities across various channels.
- Curate/create resources that aid digital transformation.
- Provide advice on key initiatives across eCampusOntario to ensure approaches are aligned with stakeholder needs.

Lifelong/Life wide Learning

- Continually expand and update professional knowledge.
- Learn from and with the team by having an open attitude to expanding knowledge within and across specializations. Continually develop and update professional knowledge.

Education, Professional Designations and Development

Master's degree required, preferably in the areas of education, educational technology, instructional design or equivalent combination of knowledge, skills, and experience.

PhD candidates are eligible to apply.

Experience

- Experience at a postsecondary institution
- Knowledge of the Ontario postsecondary sector
- Experience with provincial or postsecondary committees preferred
- Experience facilitating small working groups and communities
- Technical writing (academic/research)

Skills

- Microsoft Office
- Experience with Miro preferred
- Experience with Pressbooks preferred
- Experience with facilitation of stakeholder groups
- Able to prioritize multiple and competing demands
- Excellent interpersonal and communication skills (written and oral)
- Independent priority setting – prioritizes tasks to maximize impact and results with limited resources and time.
- Correctly and consistently assesses and prioritizes what is mission-critical, nice to complete, or not central to achieving the goals.
- High tolerance for the ambiguity of dealing with a multi-stakeholder environment.
- Bilingualism (English/French) is considered an asset
- Demonstrated commitment and understanding of equity, diversity, decolonization and inclusion with the ability to communicate and work effectively with diverse peoples

Application Process

Candidates are invited to email us at talent@ecampusontario.ca (subject **Associate, Digital Innovation**) with a Cover Letter and Resume attached as a **single PDF file**, titled "**Last Name, First Name.pdf**".

The Resume must clearly highlight all relevant education, training and experiences that are applicable to the minimum qualifications for this position and should not be longer than two (2) pages. Please include your salary expectations in your cover letter.

Candidates must be legally entitled to work in Canada.

Offers are conditional upon the successful review of three (3) professional references and a satisfactory background check.

Posting closes **Friday, October 7, 2022 at 5:00PM EST**. We thank all applicants for their interest, however only those candidates invited to interview will be contacted. Please continue to check our [Jobs & Opportunities](#) for more exciting positions.

Equity, Decolonization, Diversity and Inclusion Statement

The current social context informs our work. This includes the imperative to join the fight against anti-Black racism and anti-BIPOC racism, and to support Equity, Decolonization, Diversity and Inclusion in everything we do. We will seize this moment to rebuild and support an environment that prioritizes inclusion, representation and voice.

Accessibility Statement

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), eCampusOntario is committed to accommodating applicants with disabilities throughout the talent acquisition process. If you require any accommodations at any point during the talent acquisition process, please contact talent@ecampusontario.ca

Hybrid Work Model

This position is based out of the eCampusOntario office in downtown Toronto, where our hybrid work model includes both in-person and remote work opportunities.

For more information on eCampusOntario, please visit our website at <https://www.ecampusontario.ca/>