Director, Teaching and Learning Enterprise Applications

Job Code 50029078

General Description
Responsible for overseeing teams in charge of the development, provisioning and support of university-wide academic applications and digital learning environment focusing on fostering student success.

Examples of Duties
Direct and manage the functions of the department.
Work with AVP and direct reports to set the overall strategy, vision and trends.
Encourage staff development and education.
Allocate resources and initiate effective action that is both timely and adaptable to changing circumstances.
Sponsor, lead, and facilitate projects, programs and initiatives.
Develop clear and effective documentation of project activities for communication with users, sponsors, process owners, etc.
Create professional presentations for groups at the university or for conferences.
Engage the teaching and learning community in the products and services that TLSA produces.
Work collaboratively within the ITS unit.
Develop metrics for reporting, collect relevant data and metrics, and produce reports, documents, project proposals and budgets.
Perform other duties as assigned.

Knowledge, Skills, and Abilities
Knowledge of: trends and best practices for the use of technology in higher education institutions; university structure; university policies, procedures and processes; academic areas including teaching, learning, research and other scholarly and creative activities.

Skill in: problem solving and decision-making; negotiating; organizing; leadership; interpersonal; written and oral communication.

Ability to: work cooperatively with administrators; interact with various constituencies both internally and externally; provide initiative and originality; interface with various populations; execute strategic planning activities; develop and implement policies effectively; effectually prepare and present reports.

Experience and Education
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements