

# Learning Experience Designer

**Job Types:** Full-time, 6-month FTC

**Salary:** Up to £45,000 depending on experience

## Who are we?

UpSkill Digital is a training and digital empowerment agency with a fresh and dynamic approach to learning. Our mission? To empower businesses and individuals to succeed through technology by running innovative virtual and in-person workshops on a global scale.

We're fast thinkers and quick do-ers with a meticulous eye for detail, holding our work to an incredibly high standard. We help some of the world's best-known brands think big and scale their learning programs at pace, and we love what we do.

## What are we looking for?

- 3+ years experience as a learning designer or instructional designer with a passion for making great learning content that supports Diversity, Equity, Inclusion and Progression initiatives.
- Significant and demonstrable experience in designing a range of learning experiences (classroom, eLearning, blended etc) at scale, preferably within the Diversity, Equity and Inclusion sphere.
- Proficient in building content for a range of organisational levels including for leadership teams, C-Suite, management teams and grassroots employees.
- A strong focus on working to empower and enhance career progression of underrepresented groups within organisations.
- Comfortable working at pace, with a bias towards action.
- Someone who loves to ideate, innovate and fail fast, whilst keeping projects on track and clients happy.
- A passion for all things digital and tech related and an ability to disseminate this know-how in a learner-centred way.
- Experience of launching digital learning products and solutions.
- Degree, professional qualification or significant experience within a relevant area preferred.
- Experience of creating a variety of learning assets, including lesson plans, course curriculums, video learning assets such as storyboards and scripts.
- Exceptional attention to detail even whilst working at speed.
- Knowledge of LMS functionality and eLearning design and best practice.
- Someone who embodies our company's commitment to inclusion.
- Comfortable with using Google Workspace, Asana and Slack as core communication, collaboration and project management tools.

## \*It'd be a bonus if you also:

- Have experience in the areas of learning management or digital transformation.
- Have experience with digital content creation.
- Have experience of working within high-performing start-up or scale-up preferably within an agency environment.

## What's the job exactly? Main duties will include:

- Support the Head of Learning in developing and maintaining learning content and assets that support our work in the Equity, Diversity and Inclusion sphere.
- Work closely with internal and external stakeholders, including clients, to design and build impactful learning experiences within the digital learning and EDI sphere - including end-to-end course development.
- Deliver high quality, client-ready assets within specific timeframes.

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- Support the Learning Experience Manager on the ideation and implementation of digital learning products that support our inclusion mission.
- Ensure learning assets produced are learner-centred, pedagogically sound and future-facing.
- Work collaboratively with other members of the Learning Design team (both internal and freelance) and members of other internal teams to provide consistently high-quality learning program delivery to our clients.
- Support the onboarding of new training facilitators to ensure our learning products are delivered as effectively as possible.
- Develop innovative and immersive learning solutions that help tackle issues that impact marginalised groups, and support organisations to build more inclusive and equitable work environments.
- Contribute to the creation of sales and marketing assets where appropriate and in collaboration with our Growth team and marketing agency.

## What we offer you

- Agile working environment
- Internal well-being initiatives
- Jam-packed company social schedule
- Cycle Scheme and Tech Scheme
- Access to learning and development opportunities, allowances and loans

Does this sound like you? Then get involved!

We would love to get a feel for your approach and personality so If you feel you would be a great fit, please submit your CV and a video or audio recording that is no longer than 2-3 minutes.

Your submission should include:

1. What element of learning design are you most and least excited by and why?
2. How do you measure impact with your learning experiences for both single interventions and longer running programmes?
3. How do you approach building learning in an area you lack expertise and have not access to SMEs in the space?

**UpSkill Digital is committed to creating a diverse and inclusive workforce. We pride ourselves on being an equal opportunity employer. All relevant and qualified applicants will be considered regardless of religion, gender, sexual orientation, disability and age.**