

Manager, Quality Programs and Services School of Continuing Education

*Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions.
Applicants must identify the competition number they are applying for in the subject line of the email.*

Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.

Duties: Reporting to the Director, the Manager, Quality Programs and Services provides leadership in the areas of teaching and learning, curriculum development, instructional design, program and service quality. The incumbent will provide leadership in planning, design, development, implementation and evaluation of curriculum and teaching and learning for in-class, online and blended environments. As the driver in the development and management of program quality activities the incumbent will work in collaboration with the management team and faculty to ensure academic quality to achieve the optimal student experience.

Qualifications: Required:

- Master's degree in Education with emphasis in program and curriculum planning; an equivalent combination of education and experience may be considered
- Experience in the development and delivery of workshops/training for development teams and faculty
- Experience in program planning, development, and review
- Experience in instructional design including student assessment in the post-secondary environment
- Experience in facilitating development teams including external (eg. industry, government, regulatory bodies) and internal stakeholders
- Ability to conduct educational and labour market research
- Ability to conduct occupational and gap analysis
- Participate in student surveys and strategic planning
- Provide leadership for the School's faculty development
- Experience in mentoring and working with faculty to develop, revise and adapt curricula to support teaching and learning at the post-secondary level
- Strong facilitation skills
- Effective interpersonal skills
- Experience in developing quality processes
- Strong analytical skills
- Demonstrated creative problem solving skills and ability to manage multiple tasks simultaneously
- Excellent written skills including the ability to write detailed reports
- Provide faculty support in the use of learning technology skills and the College's learning management system
- Ability to demonstrate the values of Red River College; Learning, Respect, Inclusiveness, Integrity, Healthy Environment and Contribution to the Community
- Ability to work in a team environment and individually with limited supervision
- Commitment to Lifelong learning
- Values Diversity, Equity and Inclusion

Assets

- Experience with program accreditation and regulatory standards
- Experience in Dacum training
- Experience within a post-secondary institution

Conditions of Employment:

- Candidates must be legally entitled to work in Canada

We seek diversity in our workplace. Aboriginal persons, women, visible minorities and individuals with disabilities are encouraged to apply.

Competition Number: 2017-022
Closing Date: March 30, 2017
Salary Range: \$68,692 - \$94,017
Apply to: Red River College
e-mail: humanresources@rrc.ca

We thank all applicants for their interest, but only those selected for an interview will be contacted. Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires an accommodation during the application or selection process, Human Resources will work with the applicant to meet the accommodation needs.

For more information and other employment opportunities, visit <http://blogs.rrc.ca/hr>.