

JOB DESCRIPTION



JOB TITLE :	E-LEARNING CONTENT DEVELOPER
DEPARTMENT :	Development
REPORTING TO :	Head of Global Development
MANAGING OTHERS :	No

Type of contract :	Unfixed term contract CDI	Status :	Cadre	Level :	Choisissez un élément.
Time :	Full time	Travel :	Occasional		

ABOUT WORLD ATHLETICS

World Athletics is the international governing body for the sport of athletics that includes track, field and road events. It includes 6 continental federations and 214 national federations, each a member of World Athletics.

World Athletics organises leading athletics competitions worldwide including a number of World Athletics Series (WAS) events and its flagship, the biennial World Athletics Championships. It also administers One-Day Meeting circuits such as the World Indoor Tour, Continental Tour, Wanda Diamond League and Road Race Label events. Athletics is the no. 1 sport in the Olympic Games.

World Athletics is based in Monaco, has a staff of over 90 representing 21 different nationalities. Lord Sebastian Coe was elected as the current World Athletics President in August 2015 and reelected in 2019. He has since instigated a period of high-profile organisational transformation and modernisation, as well as wide-spread reforms across the sport globally.

In 2020, WA announced its 4-Year Strategic Plan: [Strategy For Growth](#) with the vision to use the power and accessibility of athletics and our athletes to create a healthier and fitter world.

Our Mission:

GROW: Grow the sport of athletics and make it relevant in people's lives and in the lives of their communities.

INSPIRE: Create globally appealing and accessible competitions, events, and activities so our talented athletes can entertain and inspire the world.

LEAD: Be the best example of a well-governed sports federation taking brave leadership decisions and valuing partnerships

The sport continues to undergo radical review, which includes remaining relevant, revenue generation, rule reviews, relationships, rebranding, reengineering elements of the sport and reconnecting the world's biggest sport movement, running, with the elite events that people love to watch. Needless to say, this is an exciting, stimulating and busy time to join World Athletics.

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MAIN INTERNAL CONTACTS	MAIN EXTERNAL CONTACTS
<ul style="list-style-type: none">All WA Departments	<ul style="list-style-type: none">LMS providersMember FederationsSports UniversitiesElearning partnerships

GENERAL OVERVIEW OF THE POSITION

The primary responsibilities of the Content Developer are to oversee the eLearning content strategy, develop training modules and courses for online learning, produce curricula and storyboards, selects the right learning tools in cooperation with our eLearning service provider and ensures quality control of the finished eLearning packages. Creates learning related social media content which will be published according to the communication plan. Engage our different audiences with the objective of creating learnings communities.

DESCRIPTION OF KEY RESPONSIBILITIES OF THE POSITION

- Oversee the execution of the eLearning content strategy
- Analyse external and internal requests for eLearning and apply it to the content strategy.
- Define learning objectives and translating these into compelling blended learning solutions.
- Setup and supervise the production of curricula and storyboards
- Produce eLearning courses on time and on budget and align those programs with World Athletics overall learning outcomes strategy.
- Work with instructional designers ensuring the use of a variety of delivery tools
- Work with the communications team to set up a regular social media communication plan.
- Manage the in-house production of video-based learning material in cooperation with other departments
- Monitor usage and establish feedback systems to refine learning programmes.
- Define KPIs for services and provide solutions for monitoring and reporting.
- Be the main contact point for users of the eLearning environment.
- Collect and analyse feedback to inform the update and production of new learning material.
- Keep our different audiences of learners engaged through newsletters, targeted email etc... with the objective of creating a Learning community.

SKILLS & EXPERIENCE REQUIRED

- Deep technical knowledge and experience of learning design and adult learning principles
- A minimum of 3 years in an eLearning developer role or equivalent
- Strong understanding of digital development tools
- Experience in working with content management and publishing systems

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- Experience of ensuring timescales are met and working with multiple stakeholders
- Profound knowledge of the various authoring tools to create high quality E-Learning
- Passion for sport, Athletics even better
- Ability to analyse data
- Basic understanding of legal concepts, esp. copyright
- Basic understanding of financial concepts, esp. budget planning.
- Basic understanding of data security and GDPR

SOFT SKILLS & EXPECTED BEHAVIOUR

- We expect excellence and total integrity
- Positive attitude
- Personal responsibility
- Good work habits
- People skills
- Problem solving
- Decision making
- Respect for context
- Service oriented
- Team worker

LANGUAGES & IT

- Very good command of English
- Advanced proficiency in MS Office Suite
- Comfortable with both MAC and PC

EDUCATIONAL BACKGROUND

- Digital learning – Adults pedagogy Master degree

HOW TO APPLY

WA is an equal opportunity employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, ethnicity, disability, age, sexual orientation, gender identity, religion and belief.

To apply candidates should send the following in English emploi@worldathletics.org before 9th May 2021 ;

- Letter of application highlighting your motivation for the post and relevant experience
- Up to date curriculum vitae

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- Details of current remuneration
- Names and contact details for three referees (referees will not be contacted until final interview stage)