

POSITION DESCRIPTION

Skills Specialist (Cloud Technologies)

ORGANISATIONAL CONTEXT

The Australian Research Data Commons (ARDC) is funded by the Australian Commonwealth Government. The funding has been provided through the National Collaborative Research Infrastructure Strategy (NCRIS) as part of the 2016 National Research Infrastructure Roadmap. The purpose of the ARDC is to provide Australian researchers with a competitive advantage through data.

POSITION PURPOSE

The ARDC Skills Specialist (Cloud Technologies) applies high-level leadership and expertise to guide and provide nationwide skills and training programs regarding the use of ARDC's Research Cloud services.

The role is responsible for planning, implementing and managing a range of initiatives that will facilitate and support best practice in the provision of training and online support for ARDC's Research Cloud users. They will be a member of ARDC's Skills team but will work closely with the Cloud and Storage User Support manager and ARDC's Cloud team.

The role requires liaison with the researchers, research cloud partners, research infrastructure communities, and leadership in discussions around community challenges and best practice relating to the use of cloud technologies. Extensive engagement and delivery activities will be required, often via online conferencing and potentially with some interstate and/or international travel.

Reporting Line: The position reports to the Director, Outreach.

KEY RESPONSIBILITIES

1. Develop and implement a national training program for ARDC's Cloud services.
2. Co-ordinate, develop and deliver training, ensuring it is consistent, current, accurate and reflects current best-practice, policy and procedures.
3. Contribute to the development and continual improvement and maintenance of technical and non-technical training material, online support material, and courses and corresponding web sites.
4. Develop and maintain a cohort of trainers in ARDC members and partners.
5. Oversee all aspects of the delivery of ARDC's Cloud training, including scheduling, resourcing and promoting of events.
6. Contribute to the analysis of training performance through various statistical and reporting methods and improve training offerings where necessary.
7. Other duties as required

KEY SELECTION CRITERIA

Education/Qualifications:

1. The appointee will have:
 - a. A degree with subsequent relevant experience; or
 - b. extensive experience and specialist expertise or broad knowledge in an administrative field; or
 - c. an equivalent combination of relevant experience and/or education/training.
 - d. Cert IV in Training and Assessment or a willingness to quickly obtain this.

Knowledge and Skills:

2. Ability to conceptualise, develop, implement, deliver, and review training programs and materials, and to align these with strategic goals
3. Ability to handle situations which require initiative, independent judgement, consultation with senior stakeholders, sensitivity and tact
4. Ability to design, cost, implement and manage projects
5. Ability to prioritise own workload, work independently and meet deadlines
6. Strong interpersonal skills, including advanced facilitation and consultation skills
7. High level oral and written communication skills, including formal oral presentations and report writing
8. Expert knowledge of professional learning and development best practice
9. Experience working with distributed teams and collaborators

Desirable:

10. Experience in eResearch or research support
11. Experience applying data-centric services in support of research
12. Cloud computing experience