

Project Coordinator, OER Development Grant

Summary

The Project Coordinator will coordinate and participate in a TRU-wide initiative to improve access to Open Education Resources for TRU students. This coordinator will facilitate the grant application process by supporting a community of practice, supporting grant recipients in accessing grant funds, directing grant recipients to the appropriate support resources and services and assisting in gathering evidence to help demonstrate impact. This position will work in collaboration with a multi-disciplinary team and with the Centre for Excellence in Learning and Teaching, Open Learning and the University Library.

Eligibility

The Project Coordinator will serve a two-year term starting June 1, 2019. If the successful candidate is tenured or a tenure-track faculty member, the Project Coordinator will receive release from two (three-credit) courses or equivalent for each year. Before submitting an application, applicants must discuss the teaching loads and timing with their chair and dean/director and submit a letter of support signed by both. Candidates must live within the Kamloops area.

Project Goals

- To support faculty to integrate OER into their courses
- To build capacity for creating and adapting open textbooks and other OER that are up to date and appropriate for TRU curricula
- To demonstrate TRU's responsiveness to student needs as outlined in the TRUSU "Open Textbook Grants Program" proposal

Project Coordinator Responsibilities

- Working closely with the steering committee, the Project Coordinator will set and attend regular face-to-face meetings for the steering committee, working group and support the faculty learning communities.
- In coordination with the relevant groups, the Project Coordinator will coordinate workshops and learning opportunities for faculty to engage in OER creation and adaptation strategies, discuss open education and pedagogy topics, as well as supporting a culture of OER development and a community of practice at TRU.
- The Project Coordinator will participate in a project to assess and report the impact of OERs on campus and the success of the overall project goals.

Skills and Qualifications

Required knowledge, skills and experience:

- Current faculty member employed at TRU (TRUFA/TRUOLFA).
- Demonstrated interest in Open Education.

- High degree of personal motivation, enthusiasm, self-management; detail-oriented.
- Ability to take responsibility in meeting deadlines and making progress without direct supervision.
- Strong speaking, writing, and communications skills.
- Capacity and willingness to learn quickly.
- Flexibility in responding to challenges as they arise.
- Motivation to engage in and manage a range of intellectual and light physical work, including meeting preparation, information collection, analysis and reporting.
- Experience with research methodology and evaluation.
- Strong computer skills with Microsoft Office programs, online research, electronic communications, WordPress, and social media.

Contents of the Application

- A statement of interest outlining the applicant's experience and interest in the position (2 pages maximum).
- A short CV (5 pages maximum) that includes the name, contact information, position and department/school of the applicant.
- Names and contact information for two references.
- Letter of support signed by the applicant's chair and dean/director.

Closing date: May 21, 2019

Questions?

Contact one of the members of the Open Education Development Steering Committee through the Centre for Excellence in Learning and Teaching celt@tru.ca

Kathy Gaynor, Interim University Librarian
 Brenda Smith, Open Education Librarian
 Naomi Cloutier, Associate Director, Curriculum Services
 Catharine Dishke Hondzel, Director, CELT
 Ken Monroe, Instructional Designer