



WE ARE HIRING

ONLINE LEARNING COORDINATOR

APPLY NOW

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 careers@fairbridge.asn.au

Location: Fairbridge College Pinjarra Campus, WA

Position: Full-time

Starting Date: Term 4, 2024 or Term 1, 2025 (by negotiation)

Join Fairbridge College in shaping the future of online education!

Are you passionate about delivering high-quality online education? Do you thrive in creating engaging learning environments while supporting students' individual needs? If so, we invite you to apply for the role of Online Learning Coordinator at Fairbridge College.

About Fairbridge College

Fairbridge College is a multi-campus independent school dedicated to empowering young individuals by providing them with opportunities to succeed, no matter their circumstances. Our Outreach Program offers tailored learning experiences for students who are unable to attend traditional in-person schooling.

About the Role

The Online Learning Coordinator will lead the delivery of engaging, personalized online education through the Outreach Program, utilising the Canvas Learning Management System (LMS). This flexible role is perfect for someone with a passion for educational innovation, student support, and online teaching.

You will work closely with students, staff, and external stakeholders to ensure the program's success, while also coordinating face-to-face campus events for online students. With potential to grow into a leadership role, you'll have the opportunity to mentor other online tutors and expand the reach of Fairbridge's online education offering.

Key Responsibilities

- Manage and deliver online education via Canvas LMS for students in the Outreach Program. Develop and maintain online curriculum materials aligned with the Western Australian Curriculum and VET requirements.
- Provide academic and well-being support to students, fostering positive and personalized learning experiences.
- Collaborate with teaching staff to improve online learning strategies and share best practices.
- Coordinate one or two on-campus events per term for online students to foster engagement and community.
- Contribute to the ongoing development of the Outreach Program, with the potential to manage other online tutors as the program expands.

Work Arrangement

- Flexible work arrangements available, such as 3 days working from home and 2 days on campus (or similar, by negotiation).
- Occasional travel to the Pinjarra campus is required for face-to-face events with students.

About You

Essential:

- Bachelor's degree in Education or a related field. Experience with Canvas LMS and delivering online education.
- Knowledge of the Western Australian Curriculum, with VET experience being advantageous.
- Strong teaching experience and a demonstrated ability to build supportive relationships with students.
- Excellent communication and collaboration skills for working with staff and external stakeholders.

Desirable:

- Experience with online curriculum development and blended learning.
- Understanding of trauma-informed education and supporting diverse student needs.
- Interest in developing leadership skills and mentoring online tutors.

Why Join Fairbridge

- Be part of an innovative and supportive team that values educational equity and student well-being.
- Flexible working arrangements that offer work-life balance.
- Opportunities for professional development and potential career growth into a leadership role.
- Play an essential role in shaping the future of online education at Fairbridge.

To Apply

Please forward a covering letter, CV, and contact details for 3 referees to Kim Tantrum at careers@fairbridge.asn.au. For more information, contact John Pearson, Fairbridge College Pinjarra Campus Principal at **(08) 9531 7931**.

Join Fairbridge College and make a meaningful impact on the lives of our students through innovative and supportive online education.

The College reserves the right to appoint to any of these positions prior to the closing date for applications.

