Learning Designer

About Excedo

Excedo is a learning solution that enables business professionals to communicate confidently and effectively across borders and cultures – helping individuals and their organisations to succeed globally. Our organisation is led by a team of experts in language learning, online education, business skills development, and innovative technology.

Excedo's unique methodology is designed specifically for global business communication. Our courses bring together best practice ELT (English Language Teaching) pedagogy, global communication skills and innovative learning design principles.

About our team

Excedo is a virtual company, with teams and offices all over the world. The Learning Design & Development team currently has its office base in London, with members of the team working remotely from the UK, as well as France, Spain and Portugal.

About this role

This is an important and exciting role at Excedo. As with all our roles, you will work flexibly but will need to be able to regularly travel to the London office, and less frequently to our other office locations. Reporting to the Director of Learning Design, you'll support in the development of new courses and improvement of existing ones.

You'll bring extensive experience in learning experience design and an energised attitude towards bringing in new ideas from the field. You could be working in a learning design role already and looking for your next challenge, or you could be working in a learner-facing role (for example as an in-company trainer with experience of course design) and looking to apply your pedagogical expertise to a new career path.

You're a problem solver who is comfortable with giving and receiving feedback, searching for solutions and happy to muck in and help out where needed. You are creative and able to adapt to the fast pace of our startup environment. You are an excellent team player and have an open and positive approach to your work.

Experience and Skills

Essential

- 2-3 years of digital learning design or instructional design experience
- Excellent verbal and written communicator
- Excellent writing skills / copywriting experience
- Learner-centric approach to LXD
- Mobile and microlearning content development experience
- Highly collaborative with the ability to work independently

Desirable

- ELT (English Language Teaching) experience
- In-company training experience
- Demonstrable knowledge of future skills / business skills
- Experience of learner research and analytics
- Digital authoring tool experience
- Demonstrable knowledge / experience of working with chatbots to support learning

Goals

- Ensure quality and consistency of content design across all components.
- Lead on storyboarding and planning new courses as well as improvements to existing courses.
- Support authors and editors during content development, authoring content when necessary.
- Take part in ongoing testing of the learning experience in order to actively search for and continuously identify areas of the learning experience to improve, and then drive those improvements.
- Keep up with developments in the learning design field in order to design an experience which is up-to-date with industry and learner needs, ensuring that Excedo courses maintain their competitive edge.
- Be a key contributor to the learning experience cross-functionally to help Excedo ensure online learning content formats are up-to-date with current trends to offer variety and to maintain learner engagement.
- Work with the Head of Effectiveness to ensure that results from learner analytics, behaviour trends and feedback are fed into content development in order to make sure Excedo courses continue to meet learner needs.
- Work with Teacher Service and the Excedo Language Coaches to ensure all feedback is gathered are fed into content development in order to make sure Excedo courses continue to meet learner needs.
- Support the development of iterative content solutions in line with schedule and budget.
- Develop documents and presentations to ensure a shared understanding of course design and pedagogy cross-functionally.
- Maintain and update Excedo's LD guidelines, and produce clear, concise documentation to bring this together across all aspects of the learning experience.