

Learning Solutions Architect

WHO WE ARE - KO WAI MĀTOU

We are Farmlands - Te Whenua Tāroa, a Co-operative owned by New Zealand Farmers and Growers, we have been around for 60+ years, supporting our rural communities, looking after our land and our people - we're Out Here Too. We're always backing Kiwis - rain or shine, year in, year out. We work as one – we help each other, we win together.

PURPOSE AND VISION – TE KAUPAPA ME TE MATAKITE

At Farmlands, our purpose is “To enable improved profitability and productivity for NZ farmers and growers”, and our Vision is “To be the go-to for everyone connected to our land”. Everything we do, every decision we make is with this in the forefront of our minds.

OUR VALUES – NGĀ UARATANGA

Our values of Be You, Minds Open, and See It Through help us to work as one - helping each other and winning together. We're rural people supporting our rural communities looking after our land and our people.

Be you - mōu ake

all sorts to make an awesome team. Diversity, different perspectives and a fresh approach to problems make everyone in the team stronger. It's not who you are or what you are, it's all about what you bring to the table that matters.

Minds open - hinengaro tākoha

Learn from a generation of greatness. It gives us the solid foundation to build on, focus on the future and use our creativity and ingenuity to build solutions for the next generation.

See it through - whakamaua kia tīna

United team. United through our love of the land and the communities we serve. We back each other, and get behind the decisions we make together.

POSITION PURPOSE – TE PŪTAKE O TE TŪRANGA

Reports to - Kaiwhakahāere: Head of Technical Training & Learning and Development
 Your Team – To tīma: People & Safety
 Direct reports - Kaimahi: No

The Learning Solutions Architect is a key member of the Training team, serving as the go-to expert for all digital learning solutions. This role supports Farmlands in achieving its strategic objectives and business growth by designing and creating industry leading learning content and platforms with the aim to develop the capability and skills of Farmlanders.

The Learning Solutions Architect collaborates closely with the Head of Training & Development and key stakeholders to design, create and manage learning content and the online learning environment. Specifically, this role is responsible for development, authoring and review of online learning and the platforms on which they are hosted. As the eLearning expert, the Learning Solutions Architect nurtures relationships with internal SMEs and external digital learning partners to deliver high quality, effective training content through a user friendly and engaging online learning platform.

The Learning Solutions Architect is responsible for managing the LMS, ensuring its seamless integration across teams and other IT systems. This role involves designing and delivering content according to established timelines, as well as continuously reviewing and revising existing content and platform requirements

KEY ACCOUNTABILITY AREAS – Ngā wāhanga mahi

General – Whānuitanga

Learning Content Development

- Utilise best practice learning methodologies to design innovative and engaging digital and other learning content utilising a range of tools and inputs from subject matter experts.
- Design meaningful course interactions to increase learning and knowledge retention.
- Create measurable learning objectives and evaluation mechanisms for eLearning activity.
- Recommend appropriate digital learning solutions tailored to subject matter and audience profiles.
- Support development of course and curriculum outlines, content delivery, assessments and accompanying material where required.

LMS Optimization and Project Management

- Project manage the review of learning platforms and implement system changes from initiation to completion.
- Continuously enhance and optimize LMS functionality to ensure a first-class learner experience.
- Maintain LMS accounts and functionality for users, and LMS data and records for learning programs
- Establish and maintain relevant reporting to inform the impact and effectiveness of our learning solutions and meet the reporting needs of our stakeholder groups.

External resources and relationships

- Ensure available opportunities are utilized to develop and leverage content from external sources.
- Develop and maintain positive relationships with external learning and design partners.

Advice and Communications

- Take the lead role in planning and implementing LMS comms plan, maintaining a forward planned approach to comms and promotional activity related to learning.
- Maintain the learning support inbox and respond in a professional and timely manner to all enquiries.
- Act as the 'go to' point for Farmlanders seeking advice on learning content.

Professional

Development -

Whakawhanaketanga

Continue to develop personally and professionally by:

- Maintaining regular contact with manager to discuss progress and performance, seek feedback and address development areas.
- Maintain good working knowledge of design software by completing the relevant training.

WHAT YOU'LL BRING - Āu āpititanga ki te tūranga

Experience - Āu tautōhitotanga

- Extensive experience designing and developing digital learning content for audiences of varying levels of competence.
- Leading the review, integration, implementation and development of LMS across a large organisation.
- Project managing content releases and system updates.
- Extensive experience maintaining LMS and digital learning resources.

Qualifications – Āu tohu mātauranga

- Adult learning and instructional design qualifications preferred
- Digital design qualifications preferred
- Project management qualifications preferred

Knowledge – Āu mōhiotanga

- An understanding of Instructional Design principles for online learning delivery and the ability to develop content to address desired learning outcomes.

Skills –

Āu pūkenga

- Ability to design creative and interactive content and blended learning solutions, using Articulate 360 suite,
- Advanced user of Microsoft applications including SharePoint and MSOffice.
- Capable and confident in scripting, recording and editing media (video, voice overs, animation etc.) using video and audio editing software applications such as Adobe suite (incl InDesign, Illustrator, PremierPro, Photoshop, Captivate) Camtasia
- Ability to create and design graphics and imagery using a variety of software applications.

Personal Attributes –

Ōu āhuatanga

- Curious in nature, actively seek to learn new technologies and be at the forefront of learning design innovation.
- Ability to grasp new technology and related concepts quickly.
- Deadline driven, achieves results effectively and efficiently, without compromising a quality outcome.
- High level of independence and initiative while able to work effectively as part of a team.
- Ability to interpret and communicate complex information so that it is easily understood.
- Flexible and adaptable; Intuitive and able to work effectively without well-defined objectives.
- Some retail, rural understanding or affinity with the industry is highly desirable, but not essential.

Addendum:

Farmlands Leadership Behaviours

| CREATE | CONNECT | DELIVER | GROW |
|--|--|---|--|
| CREATE CLARITY | BUILD CONNECTIONS | DELIVER RESULTS | GROW SELF, GROW OTHERS |
| <p>Understand the bigger picture – you understand our vision, strategy and plans and what’s expected on how to deliver this.</p> | <p>Forge connections – you have strong relationships with the people around you, your customers and communities. You create connections outside of your immediate team with those who have an influence or impact on your work. You seek broader perspectives to generate insights and opportunities.</p> | <p>Take people with you – you inspire people through your commitment and enthusiasm to the future of our business. You listen, seek feedback from a range of sources and involve others in your decision making, without compromising pace. You lead by example through consistency and demonstrating the Farmlands Leadership behaviours.</p> | <p>Have a growth mindset – your resilience helps you to be agile, persist through challenges and learn from feedback. You are curious and have flexibility of thought and perspective. You know your strengths and opportunities, actively engage in self-development and take time to reflect and apply learnings.</p> |
| <p>Have a plan – you establish a vision and course of action that’s aligned to our strategy. You help others connect the dots between our vision and strategy and where they fit in achieving this. You can describe what success looks like and provide a sense of direction for others, even during times of ambiguity.</p> | <p>Create purpose and belonging – you create meaning for your team by uniting them around a common goal. You’re authentic and prepared to be vulnerable. You promote diversity and allow others to express themselves and for all voices to be heard equally.</p> | <p>Think and act like an owner – you take responsibility for your performance and delivering to a high standard. You tenaciously pursue the right outcomes and don’t confuse activity with results. If you lead people, you set clear expectations for every team member.</p> | <p>Develop capability – you coach others to build capability and achieve their potential. You know your team, their aspirations and support them to learn, grow and take ownership of their development.</p> |
| <p>Clarify the ‘why’ – you make clear how activities and decisions benefit the customer and the co-operative. You provide further context where further buy-in or prioritisation is needed to help overcome resistance.</p> | <p>Take people with you – you inspire people through your energy, commitment to our business and enthusiasm for the future. You listen, seek feedback from a range of sources and involve others in your decision making, without compromising pace. You lead by example through consistency and demonstrating the Farmlands Leadership behaviours.</p> | <p>Insights driven – you understand the commercial aspects of your role and make decisions based on data and insights. You draw from new sources of information to generate ideas, seeking to innovate, disrupt and grow/adapt. You are focused on building a stronger organisation tomorrow than today.</p> | <p>Get out of the way – you empower others by delegating and creating space for them to do their best work, trusting them to deliver and providing support where required. You make it safe for others to try new things and learn from mistakes.</p> |

HOW THIS SHOWS UP IN EVERYDAY BEHAVIOUR:

LEADS SELF

| | | | |
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| <p>Create Clarity: <i>By understanding your role and how it contributes to the bigger picture you will make the right decisions</i></p> | <p>Build Connections: <i>You have strong relationships with your team and the people you work alongside to achieve success as a</i></p> | <p>Deliver results: <i>You deliver to the expectations of your role.</i></p> | <p>Adapt and grow: <i>. being agile and resilient, listening and responding to feedback, and putting in the effort</i></p> |
| <p>Align with the bigger picture –</p> <ul style="list-style-type: none"> work is directly aligned with our vision, strategy and plans. know what's expected and how to deliver. <p>Have a plan –</p> <ul style="list-style-type: none"> have a vision and course of action that's aligned to our strategy. help others understand how they fit in. <p>Clarify the 'why' –</p> <ul style="list-style-type: none"> understand and make it clear how activities and decisions benefit the customer and the co-operative. | <p>Forge Connections –</p> <ul style="list-style-type: none"> create strong relationships with others. <p>Create purpose and belonging –</p> <ul style="list-style-type: none"> you and your team are united around a common goal. promote diversity and allow others to express themselves. <p>Take people with you –</p> <ul style="list-style-type: none"> inspire people through your energy, commitment and enthusiasm consider information from a range of sources in decision making. | <p>Create structure –</p> <ul style="list-style-type: none"> plan and create structure to get things done. be agile and look to work in new ways. <p>Enable performance –</p> <ul style="list-style-type: none"> take responsibility for your performance and deliver to a high standard. <p>Think about the business –</p> <ul style="list-style-type: none"> think and make decisions with a commercial lens seek new information focused on building a stronger Farmlands. | <p>Apply a growth mindset –</p> <ul style="list-style-type: none"> be agile, persist through challenges and learn from feedback. actively engage in self-development and apply learnings. <p>Develop capability –</p> <ul style="list-style-type: none"> coach others to build capability and achieve their potential. know and support others to take ownership of their development. <p>Get out of the way –</p> <ul style="list-style-type: none"> empower others by creating space for them to do their best work. make it safe for others to try new things and learn from mistakes. |

LEADS OTHERS:

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| <p>Create Clarity: <i>Your role is to operationalise the strategy which means you and your team need to understand it and how to achieve it</i></p> | <p>Build Connections: <i>This is about the relationships you create with your team and the teams you work closely with.</i></p> | <p>Deliver Results: <i>This is about achieving results through others.</i></p> | <p>Grow yourself, grow others: <i>Growth is how we make ourselves, our teams and our co-operative better.</i></p> |
| <p>Understand the bigger picture –</p> <ul style="list-style-type: none"> understand our vision, strategy and plans. know what's expected of you and how you should deliver this. <p>Have a plan –</p> <ul style="list-style-type: none"> establish a vision and course of action that's aligned to our strategy help others understand their contribution to our vision and strategy. <p>Clarify the 'why' –</p> <ul style="list-style-type: none"> make it clear how activities and decisions benefit the customer and the co-operative. provide further context where required to overcome resistance. | <p>Forge connections –</p> <ul style="list-style-type: none"> create strong relationships with your team and others who have an influence on your work. <p>Create purpose and belonging –</p> <ul style="list-style-type: none"> create meaning for your team by uniting them around a common goal. authentic and promote diversity. <p>Take people with you –</p> <ul style="list-style-type: none"> inspire others through your energy, commitment and enthusiasm. lead by example through consistency and demonstrating the Farmlands Leadership behaviours. | <p>Create structure –</p> <ul style="list-style-type: none"> plan and create structure to get things done. agile and look to work and lead your team in new ways. <p>Think and act like an owner –</p> <ul style="list-style-type: none"> take responsibility for your performance and delivering to a high standard set clear expectations for every team member and hold them to account. <p>Insights driven –</p> <ul style="list-style-type: none"> make decisions with a commercial lens and seek new information to generate ideas. innovate, disrupt and challenge the norm. focus on building a stronger Farmlands. | <p>Have a growth mindset –</p> <ul style="list-style-type: none"> embrace the new and lead with agility actively engage in self-development and apply learnings. <p>Develop capability –</p> <ul style="list-style-type: none"> coach others to build capability and achieve their potential. know your team and support and empower them to learn, grow and develop. <p>Get out of the way –</p> <ul style="list-style-type: none"> empower others by delegating and creating space for them to do their best work. make it safe for others to try new things and learn from mistakes. |