

## Job offer: Pedagogical Engineer, Moodle Developer

(Bilingual English - French)

2021 Aug. 31<sup>th</sup>

Address: Department of Genetics - Robert Debré University Hospital - AP-HP. GHU Nord - 48, boulevard Sérurier, 75019 PARIS, France

### JOB DESCRIPTION

#### Pedagogical Engineer, Moodle Developer (Bilingual English)

We are looking for a pedagogical engineer for a one-year fixed-term contract based on French labour law. The pedagogical engineer will implement and develop an e-learning project on clinical genetics. This project is based on the Moodle platform, and it is called **APOGeE Project** (A Practical Online Genetics e-Education), developed in the framework of the European Reference Network (ERN) ITHACA.

**ERN ITHACA** is one of the 24 ERNs created in 2017 by the Directive on the application of patients' rights in cross-border healthcare 2011/24/EU. The Head of Robert DEBRE Genetics Department is the EU coordinator of ITHACA. This ERN is dedicated to patients with rare diseases (RD) with Congenital Malformations and/or Intellectual Disability (see <https://ern-ithaca.eu>). ITHACA brings together RD experts from 70 University Hospitals in 25 European member states. The Clinical Genetics department is the administrative and scientific coordination centre of ERN ITHACA. The project is funded by the European Commission. The employer is the AP-HP (Assistance Publique - Hôpitaux de Paris.)

### REQUESTED PROFILE

#### Mandatory criteria

- Bilingual in English (Native or at least C1 level) and French, with excellent written English skills
- University master's degree or equivalent in educational/pedagogical engineering, multimedia, and e-learning
- Professional experience and excellent knowledge of the Moodle tool backoffice (management and administration)
- Professional experience on multimedia and e-learning, LMS (Learning Management System)

You will work in interaction with recognised European medical experts in genetics, developmental abnormalities, and intellectual disability. You will establish and maintain professional relationships with the EU collaborators physically based on different project sites, in collaboration with the ERN ITHACA coordination team.

The ERN ITHACA coordination Team is established in the Genetic Department of Robert DEBRE University Hospital, the largest child-mother hospital of the Assistance-Publique-Hôpitaux de Paris.

The coordination team consists of:

- The ERN Coordinator
- 3 Project Managers: Administrative coordinator, Legal officer, Communication officer
- Pedagogical engineer: subject of this job offer

**The APOGeE Project:** in line with the new European strategic challenges on e-training and e-learning, the ERN ITHACA is developing an e-learning tool on medical genetics: the APOGeE Project (Practical Online Genetics Education) with contribution from several expert authors affiliated to ITHACA network and other ERNs.

**Project details:** APOGeE is a e-textbook on medical genetics (corresponding to a paperback book of about 600 pages), written in English and intended for doctors in training; wishing to enhance their knowledge in the genetics field.

This e-learning project is implemented on a Moodle platform, which is the support requested by the European Commission. APOGeE IT development aspect is subcontracted to a French company specialised in

Moodle development within a pedagogical environment. Proofreading and iconographic production will also be subcontracted.

The APOGeE project is designed by an Editorial Committee and a Pedagogical Committee, which will work closely with the Pedagogical Engineer who will be responsible for the practical implementation of the project. He or she will be involved at several levels: monitoring the chapters delivered by the various authors, monitoring the iconography, putting the chapters online and formatting them, to give APOGeE a homogeneous visual and organisational structure and a common editorial framework, conceiving and setting up self-assessment tools and procedures for evaluating the students enrolled online.

#### **Position key responsibilities:**

- . **Supports the development and technical management of a Moodle platform.**
- . **Oversees the implementation and organisation of the e-book:** This will mainly involve contacting authors, monitoring the production of the various chapters, managing iconography and of documents copyrights, monitoring and updating the editorial content of APOGeE, including handling the relations with the subcontractors.
- . Specifically organize, design and implement the educational content and quizzes (MCQ, progressive questions...) and the auto-evaluation system for the enrolled students, using Moodle back office (progression, badges...).
- . Ensure the chapters' cross-referencing.
- . **Coordinate the project's partners actions** and ensure the follow-up of the production according to the requirements within the set deadlines.
- . **Ensure a high-quality relationship with** the steering committee, the pedagogical committee, the expert authors, and the ITHACA coordination team to prepare meetings, reporting, and the whole project monitoring.
- . **Once the APOGeE platform becomes operable:** set up support and assistance to connected users in collaboration with the APOGeE related teams and manage user accounts.

**Involvement with the ITHACA coordination team** in all necessary activities to develop the European Reference Network (ERN) ITHACA.

#### **Essential skills required:**

- . Excellent writing skills in English
- . Excellent knowledge on Moodle management and administration: ability to manage, edit, integrate, set up Moodle content, using e.a. H5P package (interactive book).
- . Proficiency on pedagogical engineering area, e-learning methods and processes.
- . Working within an international multidisciplinary team / context.
- . Manage relationships between authors, providers, and registered users.
- . Knowledge of the organisation of health studies appreciated.
- . Knowledge of Intellectual Property Rights.

#### **Professional Values**

- . Integrity, loyalty
- . Respect for confidentiality and professional discretion
- . Teamwork and sense of public service

#### **WORK CONTRACT**

- 100% - 1-year fixed-term contract (CDD), **Part-time teleworking possible**
- Job opening: October 1<sup>st</sup>, 2021
- Working time: 7h30 per day from Monday to Friday, 35 hours per week
- Salary: depends on the educational background and acquired experience, based on the AP-HP salary scales.
- Vacation leave according to the AP-HP regulation.
- Available on site: self-service restaurant, social service dedicated to staff, contribution to the expenses of the Navigo pass

#### **CONTACT**

Letter of application and CV to be sent to: [anne.hugon@aphp.fr](mailto:anne.hugon@aphp.fr) and [marie.vincke@aphp.fr](mailto:marie.vincke@aphp.fr)