

Job Description

POSITION DETAILS			
Functional Designation	Lead Digital Learning	Department	Human Resource
Sub Department	HR – L&D	HR Grade	GM/AVP
Location	Corporate Office	Reporting Manager	Head – L&D, TM, OD
Job Purpose			
Lead Digital Learning role holder will be responsible for driving the organization's digital transformation in learning and development. The role holder will oversee the design, development, and implementation of innovative digital learning solutions to enhance employee skills and performance.			
Principal Accountabilities			
Key Responsibilities: <ul style="list-style-type: none">• Digital Learning Strategy:<ul style="list-style-type: none">○ Develop and implement a digital learning strategy that aligns with the organization's overall business objectives.○ Evaluate and select appropriate digital learning technologies and platforms.• Content Development:<ul style="list-style-type: none">○ Oversee the development of high-quality digital learning content, including e-learning courses, videos, simulations, and interactive modules.○ Ensure that content is engaging, relevant, and aligned with learning objectives.• Learning Platform Management:<ul style="list-style-type: none">○ Manage and maintain the organization's learning management system (LMS & LXP) or other digital learning platforms.○ Drive e-learning adoption and learning effectiveness using innovative and engaging initiatives.• Learner Experience:<ul style="list-style-type: none">○ Design and deliver engaging and effective digital learning experiences.○ Design and manage learning paths for all functions and roles in the organization.○ Monitor and evaluate learner engagement and satisfaction.• Analytics and Measurement:<ul style="list-style-type: none">○ Utilize data analytics to track learner progress, measure the effectiveness of digital learning programs, and identify areas for improvement.• Technology Integration:<ul style="list-style-type: none">○ Explore and integrate emerging digital learning technologies, such as virtual reality, augmented reality, and artificial intelligence.• Team Leadership:<ul style="list-style-type: none">○ Lead and manage a team of digital learning professionals, providing guidance, support, and development opportunities.○ Foster a culture of innovation and continuous learning.			

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Desired Profile

Qualifications and Experience:

- Bachelor's degree in Human Resources, Education, or a related field.
- Minimum 10 years of experience in digital learning or instructional design.
- Strong understanding of adult learning principles and instructional design.
- Proficiency in digital learning technologies and platforms.
- Excellent project management and organizational skills.
- Strong communication and interpersonal skills.
- Ability to work effectively in a fast-paced and dynamic environment.

Additional Skills (Preferred):

- Certification in instructional design.
- Experience with content development tools and authoring software.
- Knowledge of learning analytics and data visualization.