

EdTech Lead (LMS)_Meghalaya Teacher Training Academy (MTTA)

Job Purpose

The EdTech Lead will lead the design, deployment, and management of digital learning platforms supporting the approved programmes, ensuring effective integration of technology with curriculum delivery and training systems.

About MTTA

The Meghalaya Teacher Training Academy (MTTA) is a professional body established to centralize and strengthen the quality of teacher training across the state. It functions in close collaboration with the Directorate of Educational Research and Training (DERT), which serves as the nodal agency for teacher education in Meghalaya.

The Academy has been set up as a “one-stop/ centralized” institution to streamline training efforts and avoid duplication of training efforts within the education system. By consolidating resources and initiatives, MTTA aims to enhance the professional competence of educators, which is critical to improving the overall quality of school education in the state.

The establishment of MTTA is Government’s commitment to ensuring that training is vetted by experts at MTTA and teachers receive high-quality pedagogical programmes.

Reporting

Reports to the Project Manager – MTTA.

Essential Qualifications

- Postgraduate degree in Education Technology/Information Technology/Computer Science, or a related field.

Required Experience

- Minimum 5 years of experience in managing and administering Learning Management Systems (LMS) or digital learning platforms.
- Proven experience in designing, implementing, and managing large-scale education or training programmes.
- Hands-on experience working with Moodle or similar LMS platforms, including configuration, user management, and content deployment.
- Demonstrated ability to leverage digital platforms to support learning delivery, track performance, and enhance user engagement.

Required Skills

- Ability to adapt academic and training content into **contextually relevant digital formats**, aligned with the requirements of different platforms to maximise learning impact and user engagement.
- Experience in **identifying, evaluating, and onboarding appropriate digital platforms** for effective content delivery and programme implementation.
- Strong coordination skills with the ability to **manage cross-functional stakeholders** and ensure seamless execution across teams and platforms.
- Good understanding of **Learning Management Systems (LMS), digital tools, and user analytics**, with the ability to track performance and derive actionable insights.
- Experience in **designing assessments, feedback mechanisms, and surveys** to evaluate learning outcomes and inform programme improvements.

Scope of Work

- **LMS Administration:** Administer the LMS platform by setting up courses, uploading content (including videos, PDFs, and quizzes), managing user enrolments for teachers and students, and ensuring seamless access across devices.
- **Progress Tracking and Analytics:** Track user progress and analytics by monitoring engagement levels, completion rates, and grades, and generate reports on learning outcomes to support curriculum lead.
- **Customization and Integration:** Customize and integrate the LMS in alignment with state curricula, including integration of tools for assessments, discussion forums, and mobile learning to enhance accessibility and functionality.
- **Data Privacy and Compliance:** Ensure adherence to education data standards and data privacy norms, with specific attention to the context of Meghalaya's diverse tribal student base.
- **Stakeholder Training:** Conduct training sessions for teachers, and administrators on LMS features, including progress dashboards and communication tools, to enable effective platform usage.
- **Collaboration with Teams:** Collaborate with curriculum lead to embed NEP-aligned content into the LMS and evaluate platform effectiveness through structured feedback loops.
- **Innovation and Feature Enhancement:** Recommend and support integration of additional features, such as video conferencing and AI-based analytics, to strengthen hybrid learning models in schools across Meghalaya.

Remuneration

Remuneration will be commensurate with qualifications, experience, and MBMA HR norms.