Training & Course Portfolio Advisor

Location: Remote

Length: 15 working days

Compensation: Requests for proposals of daily rate

Reports To: CEO

Closing Date: 15 October

Application Link: https://airtable.com/appQpL7qee28SKkt2/pagzx4IMPfzZn1cK1/form

About Digital Transformation Solutions (DTS)

Digital Transformation Solutions (DTS) accelerates the digital transformation of financial supervision and other public sector agencies. DTS (through initiatives like the Cambridge SupTech Lab and GovSpace) delivers world-class online leadership education, experiential training, ground-breaking research, market intelligence, new analytical frameworks, innovative digital tools, and cutting-edge suptech applications. Read about our mission and commitments on our site.

About the Role

As DTS prepares to scale its global training offering, the role of the Training & Course Portfolio Advisor will define how best to structure, deliver, and operationalize our capacity-building content. In the past, content has been offered both virtually and in-person through several asynchronous six weeks programmes, thematic crash courses and one-day bootcamps. This role will assess how to segment our training portfolio to maximize learner value and translate that direction into clear, actionable implementation steps.

This is a hybrid strategic and implementation-focused advisory role: the Advisor will not create content, but will shape the portfolio's direction, provide strong

evidence-based recommendations, and help configure the underlying systems and processes to put them into practice. The Advisor will draw on global LMS trends, DTS internal needs, and community feedback to guide critical decisions, and will ensure recommendations are practical, executable, and future-proof.

Key Responsibilities

- Review DTS existing portfolio of course content and provide a clear recommendation for splitting/organizing content (e.g., by audience, outcome or format) and pricing tiers, including initial high-level financial modeling.

- Evaluate hosting options (e.g., self-hosted Moodle vs. managed LMS vs. hybrid), providing experience-based recommendations on the best-fit solution and practical steps for setup, integration, and migration.

- Assess and recommend the best platform(s) for integration with GovSpace and SSO strategies, with consideration for community interaction layers, and outline a concrete implementation path.

- Produce a concise comparative and practical implementation plan with portfolio and platform recommendations, including costs, feature alignment, and migration considerations.

- Collaborate with Directors of Ecosystem, Product, Platform and Services to map how learning journeys align with diagnostic tools and community offerings.

Required Qualifications

- Proven, hands-on expertise in digital learning ecosystems and LMS architecture, with the ability to provide strong, experience-based stances on what's best and how to set it up in practice.
- Demonstrated experience advising on platform migrations and/or implementing Moodle, Open edX, Canvas, or similar systems.
- Strategic mindset with the ability to translate technical trade-offs into actionable decisions and implementation roadmaps.

- Experience conducting market analysis and high-level financial modeling to support portfolio and pricing design.
- Experience working with government, non-profits, or mission-driven executive education programs.
- Understanding of content and themes related to digital transformation, supervisory technology, practical data science, and public sector innovation.

Commitment

- Requests for proposals of daily rate
- Suggested completion: 120 hours / 15 working days

Milestone Goals

- Portfolio segmentation and pricing recommendation
- LMS/platform recommendation with configuration plan
- Draft implementation/migration roadmap

How to Apply

Please submit your CV / resume, and a brief statement about why you're interested in this role through this application form. We welcome applicants from all backgrounds and are committed to building a diverse, inclusive team. https://airtable.com/appQpL7qee28SKkt2/pagzx4lMPfzZn1cK1/form