

Job Title	Instructional Designer
PVN ID	HO-2406-006287
Category	Information Technology
Location	HOSTOS C. C.
Department	Office of Academic Affairs
Status	Part Time
Hourly Rate	\$36.33-\$36.33
Hour(s) a Week	19.00
Closing Date	Sep 30, 2024 (Or Until Filled)

General Description

The design developer will develop and manage online course online modules and course development projects; develop technology-based solution to address pedagogical needs; work with faculty to develop courses that integrate new and established technologies; design and facilitate training to support the effective use of the university's LMS and other current and emerging academic technologies across learning modalities. The ideal candidate is self-motivated, innovative, deadline-oriented, team player, manages complex projects, and collaborates with faculty and other stakeholders to improve student outcomes.

Other Duties

- Create engaging and interactive learning experiences using multimedia tools and technologies to meet the educational and training needs of faculty and students.
- Develop educational programs and instructional materials that prioritize accessibility and follow the principles of Universal Design for Learning (UDL), while still addressing the training and educational requirements of both faculty and students.

Qualifications

REQUIRED KNOWLEDGE/SKILLS/ABILITIES:

- Advanced knowledge of UDL, user experience (UX) and responsive design, ePortfolios
- Advanced knowledge of learning management systems such as Blackboard and D2L, and course authoring and academic integrity tools
- Knowledge of multi-modal course design & development, as well as instructional design frameworks
- Proficiency in multimedia tools and technologies such as Adobe Creative Suite, Camtasia, SnagIt, among

others

- Proficiency in utilizing real-time video conferencing tools like Blackboard Collaborate, Zoom, and MS Teams
- Proficiency in using Office and Productivity Apps, such as MS Office, Office 365, Google Suite, and others
- Ability to manage and meet deadlines
- Ability to communicate effectively and build positive relationships with others
- Ability to design with a keen eye for user experience

PREFERRED SKILLS AND ABILITIES:

- Knowledge of educational policies and laws, such as FERPA, TEACH Act, and Copyright and Fair Use
- Knowledge of HTML, CSS, and web design
- Ability to be resourceful and find solutions using available resources
- Familiar with social media and digital communication platforms

EDUCATION AND EXPERIENCE REQUIRED:

- Bachelor's degree in Instructional Design, Educational Technology, Computer Science, or a related field
- 4 years of experience in related field
- Master's degree preferred, but not required