



Position Vacancy Announcement

Instructional Designer

Date: June 20, 2017

Title of Position: Instructional Designer

Bargaining Unit / Salary Range: Salary and Benefits commensurate with the Agreement between the MCCS Trustees and the MEA Administrators Unit, Pending classification.

SUMMARY

Reporting to the Dean of Academic Affairs, CMCC's instructional designer is responsible for training and assisting faculty with the development, delivery and assessment of face-to-face, online and hybrid courses by providing expertise and guidance in the use of curriculum design and instructional techniques.

QUALIFICATIONS:

Required--- Master's degree with experience in curriculum design and demonstrated experience with learning management system(s). Experience teaching at the college level and/or experience supporting college faculty with curriculum design, instruction and/or assessment.

Preferred—Experience with Jenzabar's eLearning product, community college teaching experience.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following; however, other duties may be assigned.

- Serve as a resource to faculty by supporting, promoting and training various innovative modes of curriculum design, instruction and assessment practices
- Provide guidance to faculty, the content experts, on the development of outcomes-based curriculum and related assessment templates (syllabi, curriculum mapping, course embedded assessments, rubric development, etc.)
- Work with faculty to ensure the quality and consistency of courses
- Assess the effectiveness of courses and ensure requirements for accessibility are met
- Provide technical support of eLearning and other instructional technologies to faculty
- Remain current in instructional technologies and make recommendations to faculty on technologies to incorporate into their instruction
- Maintain evening hours on a weekly basis to support faculty who cannot be on campus during daytime hours

TO APPLY: This position will remain open until filled, however, in order to receive full consideration, please send a completed CMCC employment application available at www.cmcc.edu, a letter of application, a resume, and names of three references by July 3, 2017, to:

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