**Learning Experience Designer (TEMP)**

**SUMMARY**

The Learning Experience Designer will be responsible for: design, development, administration, and implementation of learning programs. The Learning Experience Designer will design the instructional content for all deliverables, work with SMEs/authors to obtain the information to be taught and organize it into logical, instructional patterns that are appropriate for the culture and level of expertise of the learners. This position performs a challenging range of complex activities including planning, analysis, and design of instructor-led and technology enabled learning solutions.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

* Design, develop and update a variety of course content learning solutions (e-learning, Instructor-led training, virtual training sessions, and self-study programs)
* Drive overall learning design approach to ensure learning occurs by conducting assessments and analysis to identify learning needs and recommend training methods accordingly to ensure desired outcomes.
* Ensure that the instructional design of deliverables address the instructional needs of the learners by leading assessments of audience/learners needs and applying behavioral and cognitive science to course design
* Assure that training solutions incorporate best practices in adult learning theory by monitoring and practicing the latest trends and techniques in adult learning and incorporating them into course designs.
* Work with Content Development Managers, authors, and SMEs to develop learning products
* Design courses to comply with both organizational and national standards
* Create storyboards and communicate design ideas with Multimedia personnel
* Design and produce facilitator and participant guides
* Design and produce PowerPoint presentations
* Design and develop instructor lead activities and case study breakout sessions
* Write and/or edit storyboard scripts for video and learning module development.
* Consult with content owners to develop content for learning objectives.
* Facilitate content and quality assurance reviews
* Consult as instructional design SME for various learning products and tools
* Guide usability design for a variety of projects by monitoring latest trends in UI and interface design and incorporating as appropriate into designed learning products.

**SUPERVISORY RESPONSIBILITIES**

* None

**KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED**

* Ability to design and work on multiple projects with rapid development deadlines
* Experience designing and developing blended learning including, Web-Based Training, Instructor-Led Training and virtual training
* Experience with working with multimedia and graphic design professionals during the course development process
* Experience working with SMEs in a team environment
* Ability to work independently
* Experience with developing, monitoring and managing project plans
* Knowledge of rapid design/development methodologies
* Knowledge of instructional objectives, instructional strategy models, blended learning solutions, learning object methodology, and measurement standards
* Knowledge of Instructional Systems Design Methodology, Adult Learning Theory
* Knowledge of industry standard learning technologies (i.e. serious games, virtual learning platforms, LMS, graphics programs, rapid development tools)
* Strong analytical skills, problem solving, and technical skills
* Ability to work cross-functionally under pressure
* Excellent written and interpersonal communication skills
* Ability to self-manage multiple development projects and deadlines
* Software Proficiency
* Certification within the Training and Development body of knowledge preferred (i.e., ATD, eLearning Guild, DDI, etc.)

**EXPERIENCE REQUIRED**

* 3-5 years’ experience in the design and development of instructional material including experience with Kirkpatrick’s Levels of Evaluations and Blooms Taxonomy

**EDUCATION REQUIRED**

* Bachelor’s degree in Design, Education, Communication, Organizational Design, Psychology, or other equivalent curriculum that focuses on learning

**EXPERIENCE/EDUCATION PREFERRED**

* Familiarity with the accounting profession a plus

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by the individual to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity** | **None** | **Less than 3 hours/day** | **Between 3 and 6 hours/day** | **Over 6 hours/day** |
| Stand |  | **X** |  |  |
| Walk |  | **X** |  |  |
| Sit |  |  |  | **X** |
| Use hands to finger, handle, & feel |  |  |  | **X** |
| Reach with hands & arms |  | **X** |  |  |
| Stoop, kneel, crouch | **X** |  |  |  |
| Talk or hear |  |  | **X** |  |
| Look at a computer screen |  |  |  | **X** |
| Lift up to 10 lbs |  | **X** |  |  |
| Lift up to 25 lbs | **X** |  |  |  |
| Lift up to 50 lbs | **X** |  |  |  |
| Lift up to 100 lbs | **X** |  |  |  |
| Lift more than 100 lbs | **X** |  |  |  |

*The requirements listed in this job description are representative of the management’s assignment of essential function, with knowledge, skill, and/or ability required.  Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.  Nothing in this herein restricts management’s right to assign or reassign duties and responsibilities to this job at any time.*

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