

Must apply at: <https://jobs.ncsu.edu/postings/84993>

Vacancy Type	EHRA Non-Faculty
Is Internal Transfer Only	No
Working Title	Lead Instructional Designer
Salary Range	
Anticipated Hiring Range	\$59,000 - \$65,000 commensurate with experience
Position Number	00106303
Work Schedule	Monday - Friday, 8:00 am - 5:00 pm with flexibility
Full Time Equivalent (FTE)	1.00
Department	339001 - DELTA
Department	DELTA
Job City & State	Raleigh, NC
Primary Function of Organizational Unit	<p>Primary Function of Units:</p> <p>The Distance Education program of the Department of Food, Bioprocessing and Nutrition Sciences (FBNS) extends the land grant mission of NC State by providing courses and continuing education curricula to students, policy makers, entrepreneurs, inspectors and other stakeholders in the food and bioprocessing industries. This unit wishes to become widely recognized for providing high quality instruction to these stakeholders and is currently investing resources to achieve this initiative. (Two missions: teaching college classes and providing outreach courses).</p> <p>Distance Education and Learning Technology Applications (DELTA) role within the Office of the Provost is to foster the integration and support of learning technologies in NC State's academic programs, both on the</p>

campus and at a distance. We coordinate the funding and production of all distance-based credit programs and courses for the university, and promote high-quality education by extending the reach of the faculty and collaboratively applying expertise in technology and pedagogy in an efficient, effective, and service-oriented environment.

Essential Job Duties

The Lead Instructional Designer will have 0.5 FTE appointments at Distance Education and Learning Technology Applications (DELTA) and the Department of Food, Bioprocessing and Nutrition Sciences (FBNS).

This position is shared between DELTA and the Department of Food, Bioprocessing and Nutrition Sciences. Within DELTA this position will collaborate with the internal DELTA teams, faculty and staff to design and develop effective technology-rich learning materials, courses and programs. It is expected that this position will leverage this same skillset to establish the Department of Food, Bioprocessing and Nutrition Sciences as an international leader in delivering high quality distance education programs.

The production environment for this position is collaborative and team-oriented. The Instructional Designer will report to the Distance Education Coordinator of the Department of Food, Bioprocessing and Nutrition Sciences and the Associate Director for Instructional Design & Development in DELTA and will be part of the Instructional Design team within DELTA's Instructional Innovation Services unit.

- Designs and develops effective web-based courses, including web content, interactive exercises, assessments, and online communication mechanisms in collaboration with faculty, multimedia specialists, instructional designers, and other instructional professionals.
- Assists faculty with the development and improvement of face-to-face and blended courses, including in-class activities, use of technology in the classroom and online enhancements.
- Partners with other production colleagues and development teams within DELTA in researching, brainstorming, developing, implementing and evaluating innovative and pedagogically sound solutions for addressing instructional challenges.
- Provides leadership and project management for assigned course production projects, instructional programs, instructional tools and templates, and other educationally-focused production efforts.
- Builds positive, collaborative working relationships with faculty and staff members across DELTA and FBNS and actively encourages a collaborative and team-oriented approach to brainstorming, exploration and problem-solving for instructional production projects.
- Consults with university faculty on needs assessment, course redesign, project management and implementation of evaluation procedures to assess effectiveness of technologies and techniques in the teaching and

learning process.

- Manages student workers and contractors in the FBNS department to extend the reach of production efforts.
- Oversees instructional multimedia resources in the FBNS department, including the provision of training and support for faculty and staff.
- Researches and keeps abreast of trends, research and opportunities in the areas of instructional design, the scholarship of teaching and learning, teaching and learning with technology and distance education.

**Other
Work/Responsibilities**

- Communicates trends and research in instructional design, scholarship of teaching and learning, teaching and learning with technology and distance education throughout the University by various methods, such as writing, workshops and seminars both individually and in collaboration with others.
- Collaborates with various technology units and other support units of the university to advance project design, development, and evaluation.
- Contributes to outreach initiatives by providing consultations, presentations, and workshops to faculty and staff, and participating in online discussions and conferences.
- Gathers and reports on evidence of impact of instructional innovations.
- Serves as a member in campus-wide committees and professional groups related to instructional design and development and other areas of expertise as assigned.
- Participates in DELTA and FBNS projects and initiatives as assigned.

**Minimum
Education/Experience**

- Masters degree in an education, design, instructional technology or related field.
- Four years' experience designing and producing web-based course materials, including instructional websites, web graphics, web resources, and other digital course materials.
- Two years experience in project management, including managing time, establishing priorities, distributing responsibilities, and meeting milestones and deliverables.
- Two years experience in using and developing content for online course management systems (e.g. open source and/or proprietary systems).

**Departmental
Required Skills**

- Excellent interpersonal and communications skills, ability to work in a team and establish collegial relationships with faculty and staff.
- Professional preparation in using an array of instructional technologies including hardware and software, multimedia technologies, online tools and learning systems, and distributed/distance learning techniques.
- Ability to take initiative in networking with many colleges, departments, and units.
- Knowledge of emerging technologies as related to teaching and learning.
- Ability to identify resources and build relationships between departments and units to use those resources in efficient ways.

Preferred Experience, Skills, Training/Education

- Awareness of usability and accessibility considerations in instructional design.
- High level of independence and initiative.
- Two years experience working with faculty in a higher education setting.
- Three years experience in a related production environment.
- Experience in designing and developing complete distance education courses using distributed / distance technologies either individually or in collaboration with others.
- Experience with large-course redesign and other approaches to blended learning.
- Knowledge of Moodle Learning Management System.
- Knowledge of Blackboard Collaborate virtual classroom environment.
- Demonstrated success in the development of instructional multimedia.
- Proficiency using multimedia hardware, software, and equipment.
- Advanced certifications or education beyond Master's degree level.

Required License or Certification

n/a

Special Instructions

Please attach a resume, cover letter and contact information for 3 professional references.
Other Document 1: Additionally, include a portfolio or link to a portfolio with examples of your work including your role in the creation of the materials. Please note: Applications missing this attachment will be considered incomplete and will not be considered for the position.

Job Open Date

04/21/2017

Must Be Open Until

05/04/2017

Positions will be posted until 5:00 PM ET on this date. Positions remaining posted after this date are still accepting applications but may close at any time.

Is this position partially or fully funded on ARRA stimulus monies?

No

Proposed Hire Date

07/01/2017

AA/EOE

NC State University is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, gender identity, age, sexual orientation, genetic information, status as an individual with a disability, or status as a protected veteran.

Individuals with disabilities requiring disability-related accommodations in the application and interview process, please call 919-515-3148.

Final candidates are subject to criminal & sex offender background checks. Some vacancies also require credit or motor vehicle checks. If highest degree is from an institution outside of the U.S., final candidates are required to have their degree verified at www.wes.org. Degree must be obtained prior to start date.

NC State University participates in E-Verify. Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States.