Instructional Designer Associate

47663BR
Campus: Tempe
Instructional Designer Assoc

Job Description
The Office of Knowledge Enterprise Development is seeking an Instructional Designer Associate to join our Training team. The primary duties of the instructional Designer Associate will include: coordinating the production of instructional materials with subject matter experts (SME), graphic artists and other developers; developing new training materials for both online and in person delivery; developing course objectives, syllabus, and storyboards; developing assessment and feedback tools for the evaluation of instruction; maintaining online web-based resources such as tutorials, reference material, design standards, content resources, templates, and tools for instructional development; and applying adult learning theory and instructional design methodologies while responding to customer requests for training content.

Job Family
Instructional Design Tech

Department Name
OKED Research Tech Support

Full-Time/Part-Time
Full-Time

VP Code
KNOWLEDGE ENTERPRISE DEV

Scope of Search
Open

Grant Funded Position
This is not a grant funded position and is not contingent on future grant funding.

Salary Range
$36,072 - $45,000 per year; DOE

Close Date
26-December-2018

Category
02
Essential Duties
- Be the go to person for multiple high visibility projects that will provide instruction to university employees.
- Identify instructional objectives and develop materials to reach those objectives.
- Evaluate existing content and implement improvements.
- Assist in the development of a learning portal with multiple audiences in mind.
- Organize in-person training sessions and promote them to university employees.
- Learn and summarize details quickly to produce easy to follow instruction for others.

Minimum Qualifications
Bachelor’s degree in Educational Technology or a related field AND one year of experience providing educational technology development services; OR, Any equivalent combination of education and/or experience from which comparable knowledge, skills and abilities have been achieved.

Desired Qualifications
- Experience with learning management systems.
- Experience using a variety of industry-leading technologies and products for the development of training content for online and in-person instruction.
- Demonstrated knowledge of instructional design and online pedagogical approaches, practices, and tools.
- Experience in managing multiple projects.
- Evidence of effective verbal and written communication.
- Experience in troubleshooting computer and web technology issues.
- Experience establishing and maintaining effective working relationships.

Working Environment
Activities are primarily performed in a regular, climate controlled office setting subject to extended periods of sitting, standing, walking. Visual acuity and manual dexterity associated with daily use of desktop computer; bending, stooping, reaching and lifting up to 20 pounds. Ability to clearly communicate verbally in English, read, write, see, and hear to perform essential duties. Regular review of completed tasks.

Department Statement
The Office of Knowledge Enterprise Development is committed to Advancing Research, Innovation, Entrepreneurship and Economic Development. We seek research funding, support faculty researchers, nurture partnerships with external partners, promote innovation and entrepreneurship and share what we learn with the community and the world. We make discovery possible. [http://research.asu.edu](http://research.asu.edu)

ASU Statement
Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and
environmental health of the communities it serves. Its research is inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 90,000 students in metropolitan Phoenix, Arizona, the nation’s fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe.

ASU is a tobacco-free university. For details visit www.asu.edu/tobaccofree

AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

Employment Verification Statement
ASU conducts pre-employment screening which may include verification of work history, academic credentials, licenses, and certifications.

Background Check Statement
ASU conducts pre-employment screening for all positions which includes a criminal background check, verification of work history, academic credentials, licenses, and certifications. Employment is contingent upon successful passing of the background check.

Instructions to Apply
Application deadline is 3:00PM Arizona time on the date indicated.

Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position.

Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position.

ASU does not pay for travel expenses associated with interviews, unless otherwise indicated.

Only electronic applications are accepted for this position.