

West Virginia University at Parkersburg
Open Position
Instructional Designer-Part-time
(09-67)

Summary:

Position provides instructional design expertise for the development and support of traditional and e-learning courses in the Expanded Access grant program. Assists faculty in the design of lessons and instructional modules, develops learning resources, retooling of courses and course segments for traditional and electronic delivery. Consults with faculty, administrators, and instructional staff on design, development and evaluation of instructional programs, materials, methods, student support systems, teaching and assessment techniques, construction of evaluation programs and studies to promote effective teaching and learning through formative and summative evaluation procedures, data sources, and instruments.

Duties and Responsibilities:

In collaboration with faculty, analyzes instructional goals and objectives and timelines, to design, develop, and implement online courses according to accepted instructional design principles, current research, and accessibility guidelines;

Writes instructional objectives; design lessons, and develop assessment instruments that measure students learning;

Collaborates and communicates with faculty on selection of appropriate instructional technologies, delivery strategies, and pedagogy;

Designs measurement instruments and analyzes qualitative and quantitative data; Conducts formative and summative evaluations to further refine and enhance online courses;

Advises on course management and testing strategies, integration of media into curricula, accessibility criteria, and teaching for synchronous, asynchronous, and face-to-face courses;

Utilizes instructional design principles and models for the development of resources and materials; Supports faculty and staff in the use of instructional technologies and software applications.

Identifies and plans appropriate instructional design strategies and objectives based on analysis of tasks, learners, and subject matter.

Provides assistance to faculty and staff on instructional design issues.

Designs evaluative strategies and instruments to measure effectiveness of training, materials and courses.

Analyzes data and provides preliminary recommendations for change in consultation with the Center for Teaching and Technology and Institutional Research.

Performs other related duties as assigned.

Knowledge/Education:

Master's degree from an accredited institution in instructional technology or a related field required; or an equivalent combination of education and experience.

Excellent verbal and written communication skills.

Excellent interpersonal skills.

Ability and desire to learn and work in a rapidly changing environment.

Presentation skills; able to speak in front of large and small groups.

Analytical, reasoning, and problem solving skills.

Training skills;

Ability to multi-task;

Excellent organizational skills;

Ability to be self-directed;

Excellent knowledge and use of technology.

Experience – One to two years

Utilization of technology in education or training

Management experience

Teaching or training experiences

Review of applications will begin immediately and continue until filled.

To apply, send a letter describing how your qualifications meet our requirements; submit an Employment Application Packet and an unofficial copy of college transcripts to:

Director of Human Resources
WVU at Parkersburg
300 Campus Drive
Parkersburg, WV 26104

Employment Application Packet is available in the Human Resources Office, at www.wvup.edu/humanresources/ or by calling (304) 424-8290 or (304) 424-8212.

Information about West Virginia University at Parkersburg is available at www.wvup.edu.

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