

## SUPPORT STAFF POSITION OPPORTUNITY

**Job Title:** Instructional Designer  
**Division/Department:** Teaching and Learning Innovation Hub  
**Reporting To:** Chair – Teaching and Learning  
**Start Rate:** \$30.60 per hour

**Competition #:** 17-PT-100  
**Campus:** Barrydowne (Sudbury)  
**Status:** Part-time, 24 hours/week  
**Posting Date:** November 21, 2017  
**Closing Date:** November 29, 2017, at 12 p.m.

### POSITION SUMMARY:

Cambrian College's Teaching and Learning Innovation Hub requires a part-time Instructional Designer beginning January 2, 2017, to March 30, 2017.

### DUTIES AND RESPONSIBILITIES:

- Work with faculty to design and develop technology-enabled instructional materials and courses that support a flexible, customizable, and personalized learning experience for students.
- Design and maintain the Hub's web presence, as well as support its communication platforms and strategies.
- Participate in the development of AODA-compliant courses and learning objects in online formats compatible with the existing LMS and various mobile technologies.
- Participate in the day-to-day running of the Hub, including supporting faculty through online communications and drop-in traffic.
- Maintain the Hub's web and social media presence, including LMS branding; produce documentation for various projects; and participate in workflow and decision-making.
- Provide guidance, coordination, and direction to some members of the Instructional Design Team including scheduling of work, assignments, and projects.
- Remain apprised of emergent trends within the fields of online learning, mobile learning, and adult learning theory.

### QUALIFICATIONS:

#### Required:

- Three year postsecondary degree or diploma, preferably in the area of Educational Technologies, Instructional Design, Computer Information Systems, or Distance Education (*a related field with an emphasis on web or multimedia development may also be considered*).
- Three years of experience working with learning management systems and web-based authoring tools related to education/training, along with experience and creativity in web page layout and design.
- Sound knowledge of the Accessibility for Ontarians with Disabilities Act (AODA) and a firm understanding of copyright legislation.
- Excellent written and oral communication skills.
- Self-starter with strong interpersonal skills and proven analytical, organizational, time-management, and problem-solving skills.
- Demonstrated diplomacy and tact and the ability to multi-task.

#### Additional Assets/Preferred:

- Knowledge of the postsecondary education sector.
- Formal training in adult learning theory, web or multimedia development, online learning, instructional design, educational technologies, and/or curriculum development.
- Practical experience in project management and eLearning content development.

\* All candidates selected for an interview will be required to undergo appropriate testing.

Interested individuals may apply, by email only, with a cover letter quoting the competition number, and a résumé, detailing education and experience, to:

Human Resources Department  
Email: [humanresources@cambriancollege.ca](mailto:humanresources@cambriancollege.ca)

While all responses are appreciated, only those applicants who will be invited for an interview will be contacted.

*Cambrian College is committed to creating an accessible, inclusive, and diverse workforce. We welcome applications from all qualified individuals, including; women; persons with disabilities; racialized peoples; Indigenous people; and persons of any sexual orientation or gender identity and expression. All who may contribute to the further diversification of ideas and the College environment are encouraged to apply.*