

Jobs



**The University of Saskatchewan values diversity, and Aboriginal engagement is a strategic priority.**

Instructional Designer

**Department:** Distance Education Unit (DEU)

**FTE:** 1.0

**Status:** Permanent

**Competition No.:** 16584-M

**Salary Information:** The salary range is $60,410 to $94,391 per annum (Specialist Professional, Phase 2). The starting salary will be commensurate with education and experience.

**Primary Purpose:** To consult, train and serve as an Instructional Designer to faculty, administrators, course developers and appropriate departments in the design, development, evaluation and revision of distance learning courses and facilitate in the identiﬁcation and implementation of instructional innovations related to distance learning.

**Nature of Work:** This position reports to the Director, Distance Education Unit and works collaboratively with an instructional design team, subject matter experts and U of S colleges and departments to design and develop distance education courses and programs, revise and/or enhance existing distance education courses and support the integration of technology into traditional teaching practices. Working closely with subject matter experts, this position will identify the needs of a given course or project and propose solutions that synthesize current learning theory, sound teaching practices, and available technologies. This position provides direction regarding the course design and development process, including conducting needs analysis, preparing course design plans, developing learning outcomes and objectives, developing

modules and course syllabi, creating learning activities, selecting and creating media and preparing student evaluation tools.

# Accountabilities:

Support teaching and learning through the analysis, design, development, implementation and evaluation of courses and programs for various modes of delivery

Apply appropriate pedagogical principles to course and program design and development Ensure timely and professional communication with internal and external stakeholders related to course and program development

Practice eﬃcient and eﬀective project management including timelines, budgets and other

resources

Practice appropriate project documentation and ﬁle management procedures to minimize error

Manage copyright permissions and processes for course and program development and maintenance to ensure the University is compliant with copyright laws

Act as a change agent for continuous quality improvement including curriculum processes, templates and other initiatives for the department and campus

Ensure liability and risk is reduced by remaining current with best practices and University policies related to the use of current technologies

Participate in ongoing professional development to keep abreast of advancements, innovations and best practices in Instructional Design and educational technologies Actively participate in department and campus wide committees and initiatives to contribute Instructional Design expertise.

Provide leadership to faculty, staﬀ and partners related to online learning and technology

enhanced education

Coordinate training opportunities for DEU staﬀ around innovative curriculum design and development technologies and practices

# Qualiﬁcations

**Education:** A graduate degree in Instructional Design. Equivalent education and experience will be considered.

**Experience:** Extensive experience as an instructional designer working in an educational setting in order to guide and construct eﬀective distance course development with faculty is ideal; knowledge of the various modes of course delivery (online, independent studies, multi-mode and live streamed); familiarity with Blackboard learning management is an asset.

**Skills:** Knowledge of adult learning theory and instructional design principles including performance based outcomes assessments; ability to understand and interpret educational needs and develop eﬀective instructional media solutions, working projects from concept through completion; the ability to quickly research, evaluate and recommend the viability of new

developments; demonstrated leadership and organizational skills and the ability to address competing demands for resources as well as the ability to build and maintain relationships with the campus community; ability to relate to faculty academically and bridge understanding of pedagogy to distance delivery formats; exceptional verbal and written communication skills and interpersonal skills.

This position is in scope of the Administrative and Supervisory Personnel Association.

# Please apply no later than October 25, 2016 at 4:30pm.

*Inquiries regarding this position can be directed to Cheri Spooner at 306-966-5579.*

# Be sure to apply online as emailed applications will not be accepted.

Oct 12, 2016 8:00 AM

The University of Saskatchewan is strongly committed to a diverse and inclusive workplace that empowers all employees to reach their full potential. All members of the university community share a responsibility for developing and maintaining an environment in which diﬀerences are valued and inclusiveness is practiced. The university welcomes applications from those who will contribute to the diversity of our community. All qualiﬁed candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

