## Instructional Designer (IT)
(Job Number: 51699BR)

<table>
<thead>
<tr>
<th>Campus Location</th>
<th>West</th>
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<tbody>
<tr>
<td>Department Name</td>
<td>Mary Lou Fulton Teachers College</td>
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<tr>
<td>Full-Time/Part-Time</td>
<td>Full-Time</td>
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<tr>
<td>Grant Funded Position</td>
<td>This is not a grant funded position and is not contingent on future grant funding.</td>
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<tr>
<td>Close Date</td>
<td>May 17, 2019</td>
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<tr>
<td>Job Description</td>
<td>Under general direction and in cooperation with members of the Office of Digital Learning, the Instructional Designer collaborates with administration, faculty, and staff in the design, development, and delivery of online programs and initiatives.</td>
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### Essential Duties
- Collaborate with faculty members, subject matter experts (SME) and members of the digital learning team on the design, development, and delivery of online learning experiences.
- Manage the design, development, and delivery of online course content, materials, interactive and multimedia technology-driven components, and other learning materials consistent with established design and development processes to ensure flexibility and reusability.
- Edit instructional materials for grammar, clarity, consistency and accuracy of content.
- Collect and analyze data related to online initiatives for the purposes of continual improvement.
- Remain abreast of technology directions, initiatives, and trends to provide ideas, guidance, and recommendations.
- Serve on various unit and college teams and committees.
- Perform other duties as assigned.

### Minimum Qualifications
Bachelor's degree in Instructional Design, Instructional Technology, or a related area. Five years instructional design or technology; excellent editing, writing and communication skills; Blackboard or similar course management experience; needs assessment, evaluation and online delivery; development of original content and exams; project management experience; OR, Any equivalent combination of experience and/or education from which comparable knowledge, skills, and abilities have been achieved.

### Desired Qualifications
- Experience applying online instructional design principles, practices, and techniques to online learning design and development.
- Experience designing and developing learning and instruction for online delivery of for-credit offerings.
- Experience working in Canvas/LMS environments to develop online materials.
- Experience working with faculty and administrators in a higher education environment.
- Experience establishing and maintaining effective working relationships.
- Experience managing multiple projects and working both independently and interdependently.

### Working Environment
- Activities are primarily performed in a regular, climate-controlled office setting subject to extended periods of sitting, standing, walking.
- Use office equipment including a desktop computer.
- Lift up to 20 pounds
- Clearly communicate to perform essential duties
- Receive regular review of completed tasks

**Department Statement**

Arizona State University’s Mary Lou Fulton Teachers College creates knowledge, mobilizes people and takes action to improve education. Nationally recognized as a leading innovator in teacher education and scholarly research, Mary Lou Fulton Teachers College prepares over 6,000 educators annually.

MLFTC faculty create knowledge by drawing from a wide range of academic disciplines to gain insight into important questions about the quality of teaching and learning and the performance of education systems.

MLFTC mobilizes people through bachelor’s, master’s and doctoral degree programs, through non-degree professional development programs and through socially embedded, multilateral community engagement.

MLFTC takes action by bringing people and ideas together to increase the innovation capabilities of individual educators, schools and organizations, districts and communities.

**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 80,000 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](http://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**

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 up successful passing of the background check.

**Instructions to**

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

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.

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**Instructions for ASU Online Employment Applications**

- Go to the ASU Human Resources site: [https://cfo.asu.edu/hr-applicant](https://cfo.asu.edu/hr-applicant) and scroll down to apply for an ASU job.
- For staff positions, click on **External Staff** or **Internal Staff** (for existing ASU employees) – if External, you must create an ASU account or enter existing account information).
- From the ASU Welcome page which is the new Talent Gateway (gives applicants several online options for the recruiting process), click on **SEARCH** to locate positions of interest.
- OR click on **Advanced Search**, to customize your search by campus, title keywords, etc.
- From the Search Results page, scroll to positions of interest and click on the **Job Title** above Requisition ID **51699BR** to apply for this position.
- From the **Job Details** page, review the posted job description and click the **Apply to job** button to begin the online application process.
- Then, answer the questions to complete the ASU Kenexa online employment application (**Note** - you will be asked to submit your cover letter, resume and three personal references as part of the application process).