



Career Opportunities at Western

Position Posting

Job Title: E-Learning & Curriculum Specialist

Reference: 4155

Department: Teaching Supp Centre - General

Employee Group: Not Applicable

Appointment Type: Contract

Appointment Status: Temporary Full-Time

Classification & Regular Hours

Hours of Work: 35 per week Salary Grade: 15 Please note, this is a 3 year contract opportunity. A competitive benefits package is included. The mission of the Teaching Support Centre (TSC) is to foster and enhance best practices in teaching and learning at Western University. To achieve its mission, the Centre utilizes an evidence-based approach to create and deliver programs that support the teaching and learning activities of faculty members, librarians and archivists, post-doctoral fellows, and graduate students.

Responsibilities

The E-learning and Curriculum Specialist is critical to the Teaching Support Centre's (TSC) mandate of: (1) promoting innovation in technologically enhanced learning and e-learning; and (2) supporting departments and faculties in curriculum design and renewal. The incumbent will design, plan, and evaluate new online courses and academic programs in consultation with academic units. The incumbent will also design programs and services to support online teaching to assist faculty members and departments across the university. The E-Learning & Curriculum Specialist will support departments in curriculum review and renewal, design outcome assessments, and incorporate innovative technologies into the curricula of new programs. The incumbent provides leadership, training and one-on-one design support for departments and faculty in their efforts to enhance teaching and learning.

Qualifications

Education: - Master's degree in instructional design, educational technology, curriculum development, education, or a related field - PhD degree in instructional design, educational technology, curriculum development, education or a related field, preferred Experience: - 3 years' progressive experience with online teaching and course development - Experience with implementing universal design practices into an online environment - Teaching experience with both face-to-face and blended, or online in a post-secondary environment Skills & Expertise: - Knowledge of adult learning theories and their application, with skills in developing instructional resources and activities - Demonstrated knowledge and understanding of educational technologies, and outcome based curriculum design - Knowledge of the theory and principles of effective teaching and learning strategies, activities and assessments - Demonstrated understanding and application of instructional design theories, models, and strategies suited to an online learning environment - Demonstrated knowledge and experience in training, program development and one-on-one consultations - Demonstrated skills with Learning Management Systems, knowledge of Sakai/Owl an advantage - Demonstrated knowledge of project management and the ability to manage multiple projects, people, and schedules within an academic term framework - Ability to quickly research, evaluate, and recommend the viability of new technologies and innovations in e-learning - Ability to relate to faculty academically and bridge understanding of disciplinary pedagogy to distance delivery formats - Ability to work with a variety of faculty members, subjects and teaching styles while establishing

proactive, positive consulting relationships - Decision making skills to evaluate strengths and weaknesses of online courses based on best practices and evaluations from students and instructors - Effective presentation skills to both small, large and diverse audiences - Exceptional written and verbal communication - Proven ability and natural inclination to interact with people in a professional, respectful and diplomatic manner - Ability to work in a team environment at multiple organizational levels within Western

Equal Employment Opportunity

Western is committed to Employment Equity, welcomes diversity in the workplace, and encourages applications from all qualified individuals including women, members of visible minorities, aboriginal persons, and persons with disabilities. Only applicants selected for an interview will be contacted.

Please apply on or before Friday, June 20, 2014