

Curriculum Development/Instructional Designer (Range H39/JTC H89) – Non Exempt

GENERAL SUMMARY:

Responsible for the design and development of instructional materials and methods utilizing a multi-media approach to create interactive programs and curriculum. Coordinates instructional material development activities. May participate with others in exploring training needs for business and industry. Reviews information, analyzes findings and participates in the development of programs/curriculum.

MINIMUM EDUCATION/SKILLS REQUIRED:

Master's degree or higher plus two (2) years of experience in instructional systems design/development **or** Bachelor's degree plus four (4) years of experience instructional systems design/development. Transcripts will be required. Ability to communicate effectively with individuals from diverse backgrounds. Must have the ability to provide quality customer service. **Will be subject to a criminal background check**

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

ADA/tmm 05.29.19