California State University, Fresno Foundation

E-LEARNING DESIGN DEVELOPER – CENTRAL CALIFORNIA TRAINING ACADEMY/ADULT PROTECTIVE SERVICES TRAINING ACADEMY

JOB ANNOUNCEMENT #22-409

POSITION SUMMARY:	**Full-time, benefited position with the Central California Training Academy & Adult Protective Services Training Academy through the California State University, Fresno Foundation.** The eLearning Instructional Design Developer is a professional responsible for the creation of digital learning content. In conjunction with subject matter experts, includes the design and development of implementing content and the delivery of that content to learners. The eLearning Instructional Design Developer works closely with other members of the development team, including subject matter experts, information technology experts and end users. The eLearning Instructional Design Developer has a good understanding of adult learning theory and instructional design models. The position serves as a pivotal point in the development and design process that fosters creative, interactive effective and inclusive online eLearning and blended-learning courses. The eLearning Instructional Design Developer is responsible for coordination and collaboration with the development team, instructional strategies, design mapping, storyboards, prototyping and assessment/evaluation strategies for courses. The eLearning Instructional Design Developer will provide templates that facilitate the creation of courses, review modules and after they are loaded into the course builder recommend improvement and correction. The eLearning Instructional Design Developer will work closely with the technology team to test functions and enhance the end user experience.
ESSENTIAL JOB FUNCTIONS:	Under the general supervision of the Technology Manager, the incumbent will be responsible for the following operations. Typical duties include, but are not limited to: • Develop and support eLearning courses and web site content • Works collaboratively with the technology team to design and implement an instructional design plan • Develops courses, web site content, and micro learning modules • Evaluates instructional design and suggests revisions as necessary • Modifies and enhances existing courses • Develops interactive instructional learning objectives • Creates scripts, storyboards or virtual worlds to teach skills • Creates multimedia content including text, images, video and audio to support eLearning • Builds and maintains assessment and evaluation instruments • Collaborates with technology to provide training • Ability to work collaboratively with subject matter experts to create instructional material • Assist with special projects and provide strategic support with all Center staff members • Ability to manage deadlines in a diverse environment • Research and recommend strategies to enhance the learning experience • Contribute to a work environment that encourages knowledge of, respect for, and development of skills to engage with those of other cultures or backgrounds. • Maintain and support a strong commitment to the Center's mission and values • Occasional travel within the Central California region • Other duties as assigned
QUALIFICATIONS & EXPERIENCE:	*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.* • Bachelor's degree in Instructional Technology, Design, Computer Science or other closely related field • One (1) to two years (2) experience developing eLearning courses • Comprehensive knowledge and use of software (i.e. Articulate 360, Adobe Captivate, Easygenerator) • Comprehensive knowledge of adult learning theory • Strong graphic design capabilities

	• Create courses that are SCORM compliant • Excellent written and verbal communication skills - writing, editing, and proofreading • Acute awareness of end user needs • Ability to think critically about challenges and opportunities, with strong problem solving, organizational and decision making skills • Excellent organization and time-management skills • Energetic and eager to multitask and tackle new projects and ideas • Thorough understanding of frequently used computer software and programs, including the Microsoft Office Suite, Google and Adobe Acrobat (Outlook, Word, PowerPoint, Excel, Gmail, Google docs, Google sheets and Adobe Sign). • Strong interpersonal skills that demonstrate a collaborative attitude capable of cultivating productive working relationships among teams and across programs • Comfortable interacting with individuals with diverse backgrounds and levels of education • Ability to effectively communicate with technical and non-technical audiences, including translating between these groups. • Creative, innovative and resourceful • Contribute to a work environment that encourages knowledge of, respect for, and development of skills to engage with those of other cultures and backgrounds • Must possess a valid California driver's license and insurance • Other duties as assigned
SALARY/BENEFITS:	**$5,500.00 - $5,916.00 per month**. Benefits include medical, dental, vision, life insurance, 401(k), vacation, sick and holiday pay.
DEADLINE:	Application review begins **December 20, 2022;** open until filled.
TO APPLY:	**Please visit the Auxiliary Human Resources page at https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html for job announcement and application. Applications may be mailed, emailed, faxed or delivered in person to:** California State University, Fresno Auxiliary Human Resources 2771 E. Shaw Ave. (there is no suite number) Fresno, CA 93710 Fax: (559) 278-0988 E-mail completed application & resume to: **HRAUX@LISTSERV.csufresno.edu**

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

California State University, Fresno is a smoke free campus. For more information, please click http://fresnostate.edu/adminserv/smokefree/index.html
Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.
AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER

California State University, Fresno Auxiliary Services is proud to be part of the Fresno State community. As part of the campus community, Auxiliary Services follows the CSU policy that requires all faculty, staff and students who are accessing campus facilities at any university location to be immunized (fully vaccinated) against the virus that causes COVID-19. The policy does allow for medical or religious exemption from the immunization requirement. Auxiliary Services requires all of its employees to be fully vaccinated against COVID-19 or present a medical or religious exemption and any appropriate backup documentation. Fully vaccinated is defined as having received the dose at least 14 days prior to being on boarded, if selected. Current and new employees are required to adhere to this policy by September 30, 2021 and remain in adherence after that date.