VACANCY NOTIFICATION

Posting Date: May 14, 2015

PART-TIME INSTRUCTIONAL DESIGNER & TECHNOLOGIST,
CENTER FOR ONLINE LEARNING

Hudson County Community College, an urban community college, is looking for a part-time Instructional Designer and Technologist. Under the supervision of the Executive Director, the Instructional Designer and Technologist will be responsible for providing instructional design and technical support expertise for the development and support of academic courses and specialized educational programs for online and blended learning. This position serves as the College’s lead Blackboard system administrator. Will also provide faculty training in instructional design; serve as project manager for online, hybrid, and web-enhance course development; take a leadership role in identifying innovative and effective online learning techniques and technology, explore emerging technologies, and assist in creating and maintaining quality assurance and assessment criteria for evaluation for instruction and online course delivery outcomes. The successful candidate will perform other related duties as assigned by the Executive Director of Center for Online Learning.

QUALIFICATIONS: Master’s degree in Information System Information, Educational Technology with two years of demonstrated experience in Blackboard experience at the administrator level, certification preferred. Must have in-depth knowledge of how to create courses, use course management systems, e-portfolio, and installation and configuration of the Blackboard data integration system. The candidate should also have experience in adult learning theories, instructional theories, and online best practices. Knowledge of multimedia production, and graphic design, copyright policies and intellectual property rights; and emerging technologies as related to teaching and learning is preferred. Experienced with a diverse community of non-traditional learners is preferred. Exceptional verbal, written, consultation and superior customer service skills is required. Proficiency in MS Office Professional is required.

PREFERRED SKILLS AND KNOWLEDGE:
Higher Education Enterprise Resources Planning (ERP) Systems (Colleague)
Learning Management Systems (Blackboard)
MS Office Professional
Internet Based Portal Systems (SharePoint)

TO APPLY: Send letter of application, resume, salary requirements and three references to:

Department of Human Resources
81 Sip Ave., Mezzanine Level
Jersey City, NJ 07306
E-mail: Resumes@hc.edu
Fax: (201) 714-2509

For additional information and employment opportunities at HCCC, please visit:

As a New Jersey First Act Employer, new employees must establish a primary residence in New Jersey within one year unless an exemption applies.

HCCC IS AN EEO/AA EMPLOYER