VACANCY NOTIFICATION
Posting Date: 5-16-14

Part-time Instructional Technologist

Hudson County Community College, a fast-growing mid-sized urban community college, is looking for a Part-time Instructional Technologist. Under the supervision of the Executive Director of the Center for Online Learning, the Part-Time Instructional Technologist will be responsible for providing instructional technology expertise for the management of the Blackboard Learning Management System. Will collaborate with the campus community to ensure proper administration of the learning management system; will implement the Blackboard Learning Management System administration processes and procedures; configure, manage and maintain the Blackboard Learning Management System, including upgrades and maintenance of users, accounts and permissions. Consult with faculty to discover, develop, implement and evaluate areas in which technology can be applied to enhance distance education teaching through the Blackboard Learning Management System. Maintain proper Blackboard integrations with all associated systems and technologies. Provides and coordinates training to faculty on Blackboard tools. Assist faculty and instructional designers with online course development. Will perform other related duties as assigned by the Executive Director of Center for Online Learning.

Bachelor’s degree in a Technology related field. Must have knowledge of: Adobe Creative Suite, web authoring and HTML editing, knowledge of online pedagogy best practices, emerging technologies as related to teaching and learning, ability to work well in a diverse community of non-traditional learners. Proficiency with various computer software programs including Microsoft Office. Exceptional communicative (verbal and written), consultation skills and superior customer service skill is required.

TO APPLY: Please submit a cover letter and resume to:

Center for Online Learning
Vivian Lynn, Executive Director
162 Sip Avenue, Room C232
Jersey City, NJ 07306
E-mail: col@hccc.edu
Fax: (201) 656-4896

For additional information and employment opportunities at HCCC, please visit: www.njherc.org, www.higheredjobs.com and www.latinosinhighered.com

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

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