



Terra is pleased to announce the following open position:

All positions contingent on funding

POSITION

Position Title	Distance Learning Instructional Technologist (Grant Funded Position)
Reports to	Vice President for Academic Affairs
Department	Academic Affairs
Is this position a supervisory position?	No
Office Location	

SCOPE

Summary of Posting	Collaborates with all faculty to facilitate the development and delivery of online and technology-mediated courses. Ensures the success of the day-to-day operations of the distance learning initiative.
--------------------	---

Job Responsibilities

Provides leadership for faculty in the effective use of new and current technologies for instructional purposes.

Represents the college's distance learning initiative to the general public, students, faculty, staff, and state organizations.

Supports faculty in the delivery of distance learning courses.

Provides timely communications between faculty, students and the college in the execution of distance learning courses.

Develops, implements, and evaluates instructor workshops that assist faculty and staff in understanding and implementing the use of current, new, and emerging technologies in the classroom.

Assists the college's instructional designer with the delivery of tools-based computer workshops.

Collaborates with the Angel Mentor group to determine innovation strategies and implementation plans dealing with new and emerging distance learning technologies.

Researches and investigates upcoming technologies that may be beneficial to the execution of distance learning courses.

Collaborates with the smart classroom group to determine the effective use and implementation of technology in current and future smart classrooms.

Attends webinars, workshops, conferences and other professional development activities to stay up to date with educational technology trends.

REQUIRED QUALIFICATIONS

What minimum level of education is needed to satisfactorily perform the job at entry level?

Bachelor's Degree in Instructional Technology or equivalent degree in adult learning required.

What minimum types of experience are needed to enter the job at entry level? Also, what is the minimum time required for each type of experience?

Two years of experience in instructional design process and technology usage required; One year experience in current web standards, which may include HTML, Javascript, Flash or other appropriate web based technologies required; One year of demonstrated experience required in course management systems (ANGEL preferred).

What field(s) should the training or degree be related to?

Are any state, federal, or professional licenses, certifications, or certificates required to enter the job? If so, please list.

Items preferred, but not required (if applicable)

Master's Degree in Instructional Technology or equivalent degree in adult learning strongly preferred

Knowledge

Experience with lecture capture systems desired.

Skills

Demonstrated work history of providing high quality, strong customer-orientated services including: problem-solving orientation, highly-developed organization skills, strong listening skills, coordination of work effort with others and teamwork.

Effective problem solving skills required.

Abilities

Demonstrated ability to effectively communicate one-on-one, in small groups, and in classr

Ability to research and investigate new and emerging educational technologies.

Demonstrated ability to work with a diverse group of students.

Demonstrated ability to work as a team player, and collaborate with colleagues.

Ability to interact with a variety of personnel across a broad spectrum of college departments.

Demonstrated ability to multitask and manage in a dynamic, changing environment desired.

Other Characteristic
(Personality, Attitude, Social Presence, etc.)

COMPENSATION INFORMATION

Job Classification	Professional Staff
Job Type	Full-Time
Category	Exempt (salaried)
Recruitment Type	External Posting open to general public
Union Position	No
Grade (if union position)	
Work Schedule	flexibly scheduled hours to include some nights and weekends.
Hiring Range (Min - First Quartile)	Range begins at \$32,745

ADDITIONAL POSTING INFORMATION

Job Open Date	Immediate
For Full Consideration Apply By	21-Nov-09
Application Review Date	23-Nov-09
Job Close Date	Open until filled
Required Application Materials	Cover letter; resume; official Terra application; Names and addresses of four references, one of whom must have been your supervisor.
Other Special Instructions	Please express your interest in this position by submitting your materials to: Terra Community College HR/Employment Opportunities 2830 Napoleon Road Fremont, OH 43420 OR hr@terra.edu

Terra Community College is an Affirmative Action/Equal Opportunity Employer

om situations.

