

Instructional Designer (7343U) - 13839
University of California, Berkeley

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Posted Dec. 18, 2020, set to expire Apr. 16, 2021

Job Title	Instructional Designer (7343U) - 13839
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	Dec. 18, 2020
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Instructional Design/Technology
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Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual,

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economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [\[url=https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/\]](https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://strategicplan.berkeley.edu/guiding-values-and-principles/)Guiding Values and Principles, our [\[url=https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://diversity.berkeley.edu/principles-community\]](https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://diversity.berkeley.edu/principles-community)Principles of Community, and [\[url=https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://strategicplan.berkeley.edu/\]](https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://strategicplan.berkeley.edu/)our Strategic Plan[\[url=https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://strategicplan.berkeley.edu\]](https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://strategicplan.berkeley.edu).

Departmental Overview

The Colleges of Chemistry (CoC) and Engineering (CoE) at UC Berkeley are recognized for their educational and research excellence, consistently ranking among the top one to three Science and Engineering programs in the United States. The combined Colleges have close to 300 regular faculty members, 2,000 graduate students and 3,500 undergraduate students located in nine academic departments.

The CoC and CoE lie at the intersection of a number of distinct science and engineering disciplines, multiple major multi-campus institutes, and several campus-wide strategic initiatives. In all cases, the two Colleges prepare scientists and engineers with the multidisciplinary skills to lead enterprises of all scales, in industry, government and the nonprofit sector. The professional Master of Molecular Science and Software Engineering (MSSE) graduate program within the College of Chemistry and in collaboration with the College of Engineering, prepares post-baccalaureate students for career paths that lead to software positions and managerial and executive positions in software technology enabled companies and organizations as well as entrepreneurial ventures. The program is an entirely online professional master's program that combines leadership coursework in innovation, teamwork and management with intensive study in an area of technical specialization of software engineering tied to large scale scientific computing, data science, and advanced algorithms. The Instructional Designer is a key position that works closely with the faculty Program Director, faculty, and departments to provide course design, technical assistance, advice, information, direction, recommendations and training to

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faculty on the development of curricula and course materials that take advantage of instructional technologies and apply best practices in the online courses. The incumbent would also support faculty to create learning objectives that are enhanced by online environments.

The Instructional Designer guides faculty in the design and implementation of online curricula that is engaging to remote students and meets the learning and assessment objectives for the students. Functioning as the online curriculum delivery expert for the MSSE degree, the Instructional Designer is expected to analyze the learning needs and goals, develop the online delivery format to meet those needs, and coordinate closely with the Campus' Canvas learning management system and Educational Technology Services to execute online course design, student access, and synchronous course meetings.

Responsibilities

- * Evaluates, recommends, and implements instructional technology that advances the student experience and aligns to curriculum goals and instructional needs.
- * Supports and advises faculty and program staff and executes technical, multimedia and audio-visual presentation methods, techniques and equipment to implement online courses.
- * Guides users on technical options and policy restrictions.
- * Analyzes data to present technical requirements.
- * Analyzes and interprets intellectual property (IP) policy and law and ensures that media meets IP requirements.
- * Evaluates external content for compliance with University and departmental standards.
- * Works with a wide variety of multimedia and audio-visual technologies, networks and computer hardware and software, applying the appropriate solution to non-standard problems.
- * Coordinates with Campus Educational Technology Services and Canvas Learning Management System (LMS) administrators for webcasting and video production.
- * Develops presentation and training materials for instructional technologies, including FAQ's, knowledge-based entries, and job aids such as video guides, infographics, set-by-step guides.
- * Tests and assesses the integration capabilities of instructional technologies with the LMS and relevant systems.
- * Serves as backup LMS technical support for faculty and staff users via phone and email.
- * Collaborates with the Campus' LMS Administrator to improve the user experience for faculty, staff, and students. Investigates, evaluates and proposes new technology tools to address needs not currently satisfied by the University's online learning technology resources.
- * Completes other relevant tasks as determined by the director.

Required Qualifications

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- * Demonstrated ability to work with others from diverse backgrounds.
- * Thorough customer service and consultative skills to identify and implement required technology solutions.
- * Thorough understanding of media production methods and equipment and ability to use this information to troubleshoot the most complex systems.
- * Knowledge of intellectual property (IP) restrictions and skill to ensure that media meets IP requirements.
- * Thorough understanding of post-production processes including internet-based media distribution solutions.
- * Demonstrated effective interpersonal and communication skills.
- * Demonstrated ability to communicate technical information to technical and non-technical personnel at various levels in the organization.
- * Knowledge of computer, media, and networking technology.
- * Demonstrated experience working with academic faculty to successfully develop, refine, and update online curricula.
- * Thorough knowledge of non-linear editing applications.
- * Proficient in Microsoft Office Suite, PowerPoint and Adobe Creative Suite, HTML, ftp and streaming media.
- * Demonstrated ability to efficiently develop, promote and deliver effective training in-person and in webinar format.
- * Demonstrated ability to manage multiple instructional design projects simultaneously and shift priority of projects based on evolving needs.
- * Bachelor's degree and/or equivalent experience/training.

Preferred Qualifications

- * Ability to assess campus or institutional needs for AV IT technology products and design services to meet those needs.
- * Skills to determine priorities based on knowledge of work area.
- * Self-motivated and works independently and as part of a team.
- * Demonstrates problem solving skills.
- * Able to learn effectively and meet deadlines.
- * Possess foundational knowledge of higher education instructional formats and associated pedagogical bestpractices for online learning based on learning theories and instructional design models.
- * Familiarity with Canvas learning management system.
- * Experience creating SCORM learning assets for a learning management system course.
- * Knowledge of video and audio encoding standards.

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- * Graduate degree in instructional design and/or equivalent experience training.
- * Bachelor's degree in Instructional Design from an accredited university and 3 years of instructional design experience with a cloud-based Learning Management System, including online course space organization, design and management and/or equivalent years of experience.

Salary & Benefits

This position is a non-exempt, bi-weekly paid position. Hourly pay for this role is commensurate with experience.

For information on the comprehensive benefits package offered by the University visit:

[url=https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html]https://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html

How to Apply

Please submit your cover letter and resume as a single attachment when applying.

Other Information

This is a six-month, part-time, 20-hours per week, Limited (temporary) appointment.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant see:

[url=https://apptrkr.com/get_redirect.php?id=2104835&targetURL=https://www.eeoc.gov/sites/default/files/mig]https://www.eeoc.gov/sites/default/files/mig

For the complete University of California nondiscrimination and affirmative action policy see:

[url=https://apptrkr.com/get_redirect.php?id=2104835&targetURL=http://policy.ucop.edu/doc/4000376/Nondis]http://policy.ucop.edu/doc/4000376/Nondis

To apply, visit

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

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