Online Instructional Designer

Position Details

Position Information

Position Title: Online Instructional Designer
Department/Unit: Computer Science
Location: Halifax
Posting Number: S093-20
Employee Group: NSGEU Local 77
Position Type: Term
Duration of Contract (if applicable): Eighteen (18) months
Employment Type: Full Time
Full-time Equivalency (FTE): 1.0
Salary: $28.92 - $35.27 per hour ($52,635 - $64,189 per annum, 35 hours per week)
Classification: SIT1
Provisional Statement: This is a provisional classification. Formal classification procedures will be initiated by the Compensation & Job Evaluation Unit in approximately six months.

About Dalhousie University
Dalhousie University is Atlantic Canada’s leading research-intensive university and a driver of the region’s intellectual, social and economic development. Located in the heart of Halifax, Nova Scotia, with an Agricultural Campus in Truro/Bible Hill, Dalhousie is a truly national and international university, with more than half of our 19,000 students coming from outside of the province. Our 6,000 faculty and staff foster a vibrant, purpose-driven community, that celebrated 200 years of academic excellence in 2018.

Job Summary
The Faculty of Computer Science (FCS) offers degrees tailored to match individual interests in a high-tech discipline at the forefront of innovation. Staff work with faculty members to help build a foundation for student success as students prepare, through academics and research, for a career in one of the world’s hottest growth industries. Reporting to the Associate Dean Academic, the Online Instructional Designer will assist with course content, assessments and materials for online FCS courses, using established online and blended instructional design principles, strategies, best practices and theories on adult learning and current educational technologies.
**Key Responsibilities**

- Design course material for online FCS courses, assist courses instructors in the development of new courses for online delivery.

- Review online course designs to ensure they follow FCS’s recommendations and course standards are met. This includes assessing course material for compliance to privacy and copyright legislation.

- Provide advice and tutoring on the use of multimedia materials, such as but not limited to images, PowerPoint, audio, video, as well as educational technologies, to create engaging learner experiences.

- Test and evaluate new educational technologies and best practices.

- Work collaboratively with Program Directors, Program Managers, subject matter experts and Instructors, and in direct consultation with the Educational Developer, as well as interact with Dalhousie’s Centre for Learning and Teaching to learn and share best practices.

**Note**

**Qualifications**

Undergraduate degree in Computer Science or related discipline plus approximately three to five years’ relevant experience (or equivalent training and experience). Must have experience in the field of education or as a teaching assistant in the field of Computer Science. Must have demonstrated working knowledge of the Brightspace learning platform. Strong communication (verbal and written) and substantial evidence of exceptional interpersonal skills along with the proven ability to build and maintain strong working relationships with a wide range of individuals are essential. Must have excellent analytical and organizational skills. Assets include a working knowledge of additional learning and coding platforms (such as TopHat, Mimir, Panopto, Git and MS Office 365); and/or experience in the design or delivery of online or blended courses. Professional development experience in instructional design, educational technologies, adult learning theory, course design theory and practice, learning management systems, online exams, online proctoring, and/or video and audio production will be considered assets as well.

**Job Competencies**

**Additional Information**

Dalhousie University supports a healthy and balanced lifestyle. Our total compensation package includes a defined benefit pension plan, health and dental plans, a health spending account, an employee and family assistance program and a tuition assistance program.

**Application Consideration**

Bargaining unit employees for NSGEU local 77 are given first consideration and will be notified regarding the status of their application. All other applicants will be considered when there is no qualified internal candidate.

We thank all applicants for their interest, however, only candidates selected for an interview will be contacted.

**Diversity Statement**

Dalhousie University is committed to fostering a collegial culture grounded in diversity and inclusiveness. The university encourages applications from Indigenous persons, persons with a disability, racially visible persons, women, persons of a minority sexual orientation and/or gender identity, and all candidates who would contribute to the diversity of our community. For more information, please visit [www.dal.ca/hiringfordiversity](http://www.dal.ca/hiringfordiversity).
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