**Department of Human Resources**

**OPSEU Job Description**

**Job Title:** Multimedia eLearning Design Specialist

**Job Number:** A-367 | VIP: 1499

**NOC:** 1241

**Band:** 6

**Department:** Centre for Teaching & Learning

**Supervisor Title:** Associate Dean, Centre for Teaching & Learning

**Last Reviewed:** October 3, 2018

**Job Purpose**

Works closely with e-learning designers, education technologist, educational developers and external collaborators to design and develop high quality multimedia-based course and professional development elements that support active learning approaches on the part of student and faculty users. By applying creative practices in multimedia-technology based learning design and utilising appropriate learning technologies, the incumbent will work as part of a small team to develop engaging online course and professional development materials.

**Key Activities**

1. Supporting e-learning Designer in developing online courses and degree programs with high quality multi-media content
2. Supporting educational developers in developing multi-media content for professional development material
3. Support external collaborators to design and develop multi-media materials for non-credit online learning projects (e.g., micro-credentials)
4. Adhering to workflow and timelines for multi-media asset development and completion
5. Working collaboratively with Educational Technologist and e-learning designers to build high quality course content that meets design expectations of faculty
6. Develop and provide faculty professional development resources including workshops on multi-media options for online course design and best practices
7. Other duties as assigned.

**Education**

College Diploma (3 year) or General University Degree in multi-media technology, web design, or video, sound and photography

**Experience Required**

* 3-5 years of related multimedia experience
* Evidence of success with various learning technologies and delivery systems, including Blackboard or other LMS experience, lecture capture and streaming technologies, online assessment tools, screen capture tools, podcasting
* Video and sound capture and editing experience
* Ability to develop dynamic learning objects that enable student learning
* Evidence of success with using course authoring tools (e.g. Camtasia, Storyline, Yuja, Adobe Creative Suite, H5P etc.) to develop learning objects, animations, interactive simulations, SCORM packages, complete course packages etc.
* Knowledge of HTML (5), CSS, JavaScript, and other relevant development languages.
* Excellent oral and written skills in English
* Excellent interpersonal skills, including the ability to work effectively as part of a small team, and to work with students, faculty and staff from a variety of backgrounds in a professional and collaborative manner
* Ability to work independently, meet deadlines, coordinate, and prioritize competing tasks.