**Department of Human Resources**

**OPSEU Job Description**

**Job Title:** Multimedia eLearning Design Specialist

**Job Number:** A-367

**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 instructors, course developers, education technologist, and external collaborators to design and develop high quality multimedia based course elements that support active learning approaches. By applying best 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 courses.

**Key Activities**

1. Supporting Senior Instructional Designer in developing online courses and degree programs with high quality multi-media content
2. Adhering to workflow and timelines for multi-media asset development and completion
3. Working collaboratively with Educational Technologist to build high quality course content that meets design expectations of faculty
4. Develop and provide faculty professional development resources including workshops on multi-media options for online course design and best practices
5. 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, as well as 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, Captivate, Flash, Dreamweaver, Creative Suite, etc.) to develop learning objects, animations, interactive simulations, SCORM packages, complete course packages etc.
* Knowledge of HTML(5), CSS, JavaScript, Flash 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.