



Date: March 17, 2017
Title of Position: Instructional Designer (part-time; grant-funded*)
Salary: \$27.60/hr. (per MCCC contract); non-benefitted
Effective: April 2017

Position Overview: The Instructional Designer will work with the College’s Enrollment Management team and the Center for Teaching & Learning to oversee and support Title III course re-design with an emphasis on engaged learning. This individual will work one-on-one with faculty to redesign foundational and gateway courses. Duties of this position include but are not limited to:

- Developing and implementing a faculty development resource to expose faculty to new teaching methodologies and to integrate them, as well as new delivery modes, into the curriculum.
- Assisting faculty to build “online toolkits” that will accompany newly redesigned gateway courses.
- Supporting, both through pedagogy and technology, faculty re-designing gateway courses.
- Conducting professional development workshops for faculty.
- Maintaining a tracking log of all faculty course re-design projects.
- Creating and soliciting contributions to an online BCC Teaching & Learning Database, including sample assignments, assessment tools, activities, and full Moodle course shells to support future course redesign.

Qualifications:

- Master’s Degree in instructional design and development, education, or related field; or equivalent combination of education and experience.
- Experience in instructional design and related methodologies assisting faculty in creating teaching materials using a variety of delivery methods.
- Extensive knowledge of teaching methodologies and theory with emphasis on active learning and student success strategies.
- Broad-based knowledge of curriculum delivery and student learning styles.
- Understanding of community college student needs.
- Knowledge of Universal Design for Learning and Accessibility.
- LMS experience, Moodle strongly preferred.
- Web design experience (WordPress preferred).
- Graphic design experience (Adobe Suite preferred).
- Basic knowledge of video editing needed to create screencasts to be used for training.
- Independent, self-motivated, and highly organized.
- Ability to work flexible schedule.

Additional information: Source of Funding: *Title III Grant (scheduled to end in September 2020)
 Schedule: Flexible schedule – approx. 15 hours/wk. based on departmental needs

MCCC AFSCME DCE Non-Unit Full-time Part-Time

Application Procedures: For consideration, send cover letter, resume, and a list of names and telephone numbers for three (3) recent professional references to Ted Kozlowski, Human Resources Office, Berkshire Community College, 1350 West Street, Pittsfield, MA 01201. tkozlowski@berkshirecc.edu

Application closing date: March 29, 2017. BCC is committed to providing an inclusive learning and working environment that values the diverse backgrounds of all people and encourages applications from individuals whose experiences and perspectives model the opportunities and success derived from a college education.