

Job Description

Position Title: eLearning Experience Designer

Job Family: Instructional Support

Job Level: Professional - Intermediate

FLSA Status: Exempt

Salary Grade: 05

Position Summary:

The eLearning Experience Designer (LXD) is responsible for prototyping, analyzing, designing, and developing immersive interactive e-learning experiences representative of the hands-on experiences in the Applied Technology division and Centers of Excellence. The eLearning Experience Designer duties will be carried out using industry accepted instructional design principles (ADDIE, ARCS, Bloom's etc.), advanced authoring tools (Captivate, H5P, Playposit, Virtual Reality etc), and require media production skills (Adobe Creative Suite, Camtasia, Loom, media equipment, etc.). The eLearning Experience Designer collaborates with subject matter experts to present complex tactile information using immersive, interactive, and engaging online experiences that reflect and reinforce the students' face-to-face lab experiences. The eLearning Experience Designer (LXD) must constantly explore new ways to enhance the online student experience in Applied Technology with a deep understanding of the various disciplines and students within the division.

Essential Duties and Responsibilities:

Examples of key duties are interpreted as being descriptive and not restrictive in nature. Incumbents routinely perform approximately 80% of the duties below.

1. Designs and develop high end immersive interactive e-learning experiences which reflect hands-on student experiences in Applied Technology
2. Collaborates with subject matter experts (SMEs) to determine areas where their online courses can benefit from immersive tactile online experiences as well
3. Explores innovative approaches to delivering immersive, engaging, and motivating (ARCS model) e-learning experiences
4. Produces and maintains virtual tours and virtual content within the division
5. Advises division faculty on best practices in to enhance their online courses
6. Completes professional development to keep current with rapid changes in technology and higher education
7. Solves technical issues with faculty regarding basic LMS issues, concerns, or other instructional technology in an "as needed" capacity
8. Learns and remains up to date on the various disciplines within the division Performs all other duties and responsibilities as assigned or directed by the supervisor.

Knowledge, Skills, and Abilities:

1. Knowledge of internal and external customer service principles and practices
2. Knowledge and application of organizational and time management principles
3. Knowledge of project management principles
4. Knowledge and application of various instructional methodologies
5. Skill in effective communication (both written and oral)
6. Skill in independent decision making
7. Skill in positive, productive, and flexible customer service
8. Skill in program development and process improvement
9. Skill in team building
10. Ability to operate relevant equipment required to complete assigned responsibilities for the position

Supervision:

- Not responsible for supervising the work of others.

Independence of Action:

- Results are defined and existing practices are used as guidelines to determine specific work methods. Carries out work activities independently; supervisor/manager is available to resolve problems.

Competencies:

Competencies are the actions and behaviors that can be observed as to how work gets done that supports the College's values and strategic objectives.

- Organizational Culture: Provides an opportunity to impact the organizational culture of Pima Community College by both acknowledging the College's past and helping to chart its future.
- Student Success: Allows the opportunity to support student success as well as improve access and retention.

Minimum Qualifications:

Candidates/incumbents must meet the minimum qualifications as detailed below.

- Bachelor's degree in Educational Development or a closely related field of study required
 - One (1) to Three (3) years of related experience required
 - Three (3) to five (5) years of related experience preferred
- OR An equivalent combination of certification, education and experience sufficient to successfully perform the essential duties of the job such as those listed above

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the key duties and responsibilities of this job. **Reasonable accommodations may be made to enable individuals with disabilities to perform critical tasks.**

- **Environment:** Work is performed primarily in a standard office environment with staff contact and frequent interruptions.
- **Physical:** Primary functions require sufficient physical ability and mobility to work in an standard office setting; to remain in a stationary position for prolonged periods of time; to occasionally position self to perform duties; to move, transport, and/or position objects of light to moderate (up to 20 pounds) amounts of weight; to operate office equipment including use of a computer keyboard; to travel to other locations using various modes of private and commercial transportation; and to effectively communicate to exchange information.
- **Vision:** Ability to see in the normal visual range with or without correction.
- **Hearing:** Ability to hear in the normal audio range with or without correction.

Special Conditions of Employment:

- Some evening or weekend work duties
- Pre-employment Background Check Required