

EDTC 808 Jobs Project

John Findura

New Jersey City University

K-12 Jobs**1. Technology Coordinator/Facilitator for Neptune City School District**

Qualifications/Requirements:

- Bachelor's degree in information technology, education, business, or a related field
- Must be self-motivating and able to work efficiently and effectively with minimal supervision
- Must be able to work well and handle stress-related situations in a positive, professional manner
- Must be self-motivating and able to work efficiently and effectively with minimal supervision
- Must have strong communication and interpersonal skills
- Have excellent integrity and demonstrate good moral character and initiative

<https://www.njschooljobs.com/job/w2zywl/technology-coordinator-facilitator/neptune-city/nj>

2. Educational Technology Facilitator for Monroe Township Schools

Qualifications/Requirements:

- Valid New Jersey Instructional Certificate
- Preferred Masters in Instructional Technology
- Demonstrated knowledge of UbD, Assessment Models, DI and Diverse Learning Needs, 21st Century Technology Standards, Genesis, Genesis Lesson Planner, MyLearningPlan and Schoology
- Ability to work with a variety of technology devices across platforms
- Ability to maintain a positive learning environment
- Strong interpersonal and communication skills

- Required criminal history background check and proof of U.S. citizenship or legal resident alien status
- 5+ years of successful teaching experience

<https://www.njschooljobs.com/job/tvrklc/educational-technology-facilitator/monroe-township/nj>

3. Technology Teacher in Dunellen High School

Qualifications/Requirements:

- Any K-12 endorsement
- Experience in Desktop Publishing, Sound, Video, 3-D editing; Digital Graphics
- Experience and/or training in teaching technology and or STEM courses
- Art background preferred

<http://www.dunellenschools.org/dps/Employment%20Opportunities/>

Higher Ed Jobs

1. Instructional Designer at Prescott College

Qualifications/Requirements:

Formal Education & Certification

- Masters of Science degree in Instruction Design and Learning Technology or similar credential / equivalent experience

Knowledge, Skills, and Abilities

- Instructional design theories, pedagogical methods, and online/hybrid teaching strategies
- Best teaching and learning practices
- ADA 508 compliance
- Development of online course content and appropriate uses of academic technologies, such as Moodle (LMS) and other virtual classroom software

- Demonstrate ability, as evidenced by the presentation of a portfolio, to develop courses, training resources, and to build rapport with an audience
- Design, development, and facilitation of training workshops and material
- Develop high-quality instructional material for faculty/staff training
- Advanced experience using a learning management system in a support role
- Academic technologies, such as instant messaging, discussions, web conferencing, blogs, podcasting, wikis, surveys, exams, and assignments
- Create or participate in a course development training program
- Evaluation techniques to determine the effectiveness of learning materials and teaching strategies
- Ability to work with subject matter experts and determine curricular objectives

Personal Attributes

- A professional demeanor, bearing, and attitude
- Driven, motivated, able to operate autonomously
- The ability to execute instructions and support policy
- The ability to keep a detailed log of all work performed
- Excellent customer service skills and superior attention to detail
- A natural and intuitive understanding of computers and technology
- The ability to communicate effectively and efficiently both verbally and in writing
- The ability to create and foster positive relationships with vendors and other professionals
- Able to function under pressure in a dynamic environment and meet expectations and deadlines

<https://www.higheredjobs.com/search/details.cfm?JobCode=177060101&Title=Instructional%20>

[Designer](#)

2. Online Course and Materials Developer at Cleveland State University

Qualifications/Requirements:

Minimum Qualifications:

- Bachelor's degree and one year full-time experience, or equivalent, in online educational materials
 - Postsecondary training in pedagogy, instructional design, and/or best practices for elearning
 - Experience or training in graphic design and web page/web applications development
 - Knowledge of software and hardware used in video production, web design and technology-based instruction including Learning Management Systems
 - Demonstrated skill in online course development, video production, webpage/website development and graphic design/layout
 - Experienced with applications for synchronous and asynchronous online course delivery, lecture capture systems, HTML. Ability to work independently and as team member.
- Good communication skills

Preferred Qualifications:

- Master's degree in instructional technology, instructional design or related field
- Experience in online course design for higher education
- Experience with Blackboard Learn, Lecture capture technologies, and online learning authoring applications such as Articulate or Adobe Captivate

- Familiarity with Quality Matters, Federal section 508 & W3C standards and accessible design techniques
- Familiar with Copyright and Fair Use

<https://www.higheredjobs.com/search/details.cfm?JobCode=177056341&Title=Online%20Course%20and%20Materials%20Developer%20%28Posting%20Extended%29>

3. Director, Online Learning and Instructional Innovation at Frederick Community College

Qualifications/Requirements:

- Master's Degree in Instructional Design and/or Technology, Online/Distance Learning, Instructional Systems, or related field
- Five (5) years' experience administering online education courses and programs in a higher education setting
- Demonstrated understanding of current practices and issues related to the development, maintenance, quality assurance, and expansion of postsecondary online education programs and use of instructional technologies
Experience working with internal and external stakeholders in the delivery of online education
- Experience with accreditation and regulatory requirements associated with online learning
- Experience and training in applying Quality Matters standards to online courses and program development
- Experience analyzing data to improve online enrollment, student outcomes, and the design and delivery of online instruction and programming

- Technological proficiency with web applications, MS Office, Learning Management System (e.g., Blackboard), and analytics
- Experience using Student Information Systems (e.g., Peoplesoft or Banner)
- Experience collaborating with multiple and diverse stakeholders to solve complex problems effectively
- Effective verbal/written communication, presentation, and customer service skills

<https://www.higheredjobs.com/search/details.cfm?JobCode=177056645&Title=Director%2C%20Online%20Learning%20and%20Instructional%20Innovation>

Corporate Jobs

1. eLearning Developer/Instructional Technologist at Veritude

Qualifications/Requirements:

- Demonstrated ability in using Adobe Captivate or similar elearning development tool (Storyline, Camtasia)
- Proficiency using Adobe Photoshop for graphics editing
- Proficiency in using Microsoft Office (Word/PowerPoint)
- Knowledge of Learning Management Systems (LMS) including SCORM-compliant eLearning distribution
- Highly organized, ability to work independently with little to no supervision
- Self-starter who can collaborate in a team-based environment
- Ability to prioritize, meet deadlines, and work on multiple projects
- Strong interpersonal, communication and project management skills
- Strategic mindset with the ability to execute on deliverables
- Ability to follow/meet standards for quality and accuracy

- 5 years of experience in a professional work environment as an instructional designer, educator, or consultant, including the development of SCORM-compliant online digital learning solutions
- Financial industry experience a plus
- Samples of past work required

https://www.monster.com/jobs/search/?q=educational-technology&intcid=skr_navigation_nhpso_searchMain&jobid=58467931-7c89-4c28-9fa2-4461a6783684

2. Senior Learning and Development Consultant at Penske

Qualifications/Requirements:

- Oversee the design and delivery of the Career Development portfolio that is tailored to business needs
- Participate in leadership meetings by providing counsel on training needs for initiatives
- Classroom facilitation of professional development learning experiences
- Align course content and pedagogy with Penske's stratified performance & development model
- Coach, develop, and provide feedback to trainer in Penske culture, facilitation and Penske Learning Model
- Travel to field locations to consult and conduct professional development courses
- Project management of performance and development initiatives and processes as required
- Other projects as assigned by the manager
- Bachelor's degree or equivalent experience is required

- Foundational understanding of learning and development which includes:
Application of adult learning principles as the foundation for the design and execution of learning and development initiatives
- Facilitation skills within various environments (classroom, webinars, various group sizes etc.)
- Ability to leverage technology (a variety of authoring tools) to develop online learning solutions
- Ability to travel at least 25%
- Prior experience with Career Development systems and processes, a plus
- Ability to work interdependently with cross-functional teams and with all levels within our organization
- Creative and consultative approach to problem solving; ability to see the underlying issue
- Capability to work well independently and complete tasks with minimal supervision; strong sense of urgency
- Detail oriented with strong organizational and documentation skills
- Thrives in a fast-paced, deadline-sensitive environment
- Strong interpersonal skills and EQ
- Regular, predictable, full attendance is an essential function of the job
- Willingness to travel as necessary, work the required schedule, work at the specific location required, complete Penske employment application, submit to a background investigation (to include past employment, education, and criminal history) and drug screening are required

https://www.monster.com/jobs/search/?q=educational-technology&intcid=skr_navigation_nhpso_searchMain&stpage=1&page=2&jobid=8df709b3-0109-4dba-910c-6d6002fcc1fa

3. Corporate Trainer at Paylocity

Qualifications/Requirements:

- Delivers training and instruction in accordance with defined training needs and provides instruction in a general training program or assigned training subject
- Administers classroom training for internal audiences
- Assists with training plans and materials either by enhancing existing materials or developing the original documentation
- Utilizes a variety of training tools to enhance learning and the use of our products such as user guides, videos, tutorials, and e-learning
- Maintains accurate training records
- Design internal and external training materials
- Solicit participant feedback and address areas for opportunity as needed
- Evaluates effectiveness of training and documents progress of participants, communicating to respective managers as needed
- Attends various training enhancement webinars for development and growth
- Lead training sessions at our annual Client Conference
- Travel as required
- Additional duties as assigned
- Prior training experience of 1 to 3 years

- Bachelor's degree in Social Science, Psychology, Education or other relevant discipline area
- Knowledge of training and development practices and methods including needs assessment and instruction design for instructor led, virtual, online, and blended training
- Knowledge of learning theories and principles including adult learning theory
- Ability to organize and manage multiple projects
- Professional written and verbal communication skills
- Attention to detail and analytical skills
- Proficiency with Microsoft Outlook and Office Suite - Word, Power Point, Excel
- Experience with blended learning approach and eLearning tools

https://www.monster.com/jobs/search/?q=educational-technology&intcid=skr_navigation_nhps_searchMain&stpage=1&page=5&jobid=33e33caad346-41c0-8c24-508fce666cb1

Similarities and Differences

For jobs in the education it is important to have the right degree or degrees as well as licensure if it is for a K-12 position. Looking through different postings confirmed that for K-12 positions a bachelor's degree and licensure are necessary, and if it is a supervisory role then a supervisor certification is needed as well. For higher education, it is necessary to have at least a master's degree to be considered for a position, though there is no licensure needed at that level. In the corporate arena, while a bachelor's degree is often what they are looking for, having enough experience may be sufficient in some cases.

Experience is another important requirement for all the positions. With the exception of one K-12 teaching position, all the positions require some type of previous experience in the field as well as knowledge about learning and teaching/training. None of these positions are a fit for someone who is just starting out in the field.

The requirements for the corporate jobs do seem to be more direct as to what they are looking for as far as knowledge of programs while the education postings are not quite as direct. This seems to make sense, at least as far as my experiences working in corporate and then in education. Corporations are much more rigid in how they are run and demand that specific things be done in specific ways. In my education positions, there has been a lot more flexibility in how things get done.

The Job I Want

I am perfectly content with the position that I am currently in now, however being content is not always a good thing. Having worked in higher education for the last 10 years I am relatively aware of what the requirements in my field are for moving up the ladder. I would like to be the director of a college learning center eventually, and I believe that I have a good understanding of what it will take to do that.

The biggest thing that I currently lack is a doctoral degree and the knowledge that it implies, which is one of the reasons I am in this program. There is a great divide in higher ed between those who have doctorates and those who don't, regardless of experience. I think it comes down to the thinking that if you are serious about what you are doing, you will put the time and effort in to make sure you are as educated as possible. If you don't have a terminal degree in your field, then that means that there is more in your field that you can learn.

What I do have is experience in many areas and an understanding of how higher ed systems function, which is great. I'm very glad to have had opportunities to work on things like our Middle States accreditation as well as the college's five year strategic plan. These experiences have been invaluable in understanding not just how my department works, but how it works in conjunction with other departments, and really how the college functions as a whole. I've been lucky to have worked on program reviews, assessments, and even chaired the Developmental Education Committee for a few semesters. All of these things have been important in supplying me with the experiences I need to move forward.