

## Instructional Designer

**Department:** Production

**Reports to:** Instructional Design Lead

**Date Written:** July 2, 2009

**Status:** Salaried Exempt

### Position Summary:

Instructional designers work within a team to develop and maintain Vivid Learning System's off-the-shelf e-Learning courses, as well as to meet client-specific needs through development of custom courses and customization of Vivid courses.

### Responsibilities/Duties:

- Plan, analyze, design, development, implement and evaluate learning materials.
- Perform specific design and development tasks including: performing analysis to identify desired learning outcomes; developing objectives; writing storyboards and test questions; preparing narration scripts; specifying media; and conducting product testing prior to release to customers
- Conceptualize and design interactivity for courses.
- Collaborate with Subject Matter Experts (SMEs) and customers to develop and modify instructional material.
- Transform complex topics and materials, including industry regulations and customer manuals, into engaging and effective courses.
- Work on multiple projects simultaneously while meeting project quality expectations and schedule commitments.
- Interact professionally with clients, contractors, and co-workers on all aspects of the projects.

### Education and /or Experience:

- Master's degree or Bachelor's in instructional design, curriculum development, or a related discipline from an accredited university.
- Demonstrated evidence of professional experience as an instructional designer in e-Learning or other technology-based field.
- Knowledge of current and emerging instructional technologies and design.
- Demonstrated competency to communicate technical topics and terms effectively to the end-user.
- Familiarity with multimedia courseware development tools, including Adobe Flash and Adobe Dreamweaver (graphics and audio software is a plus).

Qualified applicants may send resume, salary requirements, and work sample to Human Resources, Vivid Learning Systems, 5728 Bedford Street, Pasco, Washington, 99301; via fax at (509) 542-8869; or via e-mail at [resumes@learnatvivid.com](mailto:resumes@learnatvivid.com). If you do not have work samples you may contact Vivid for a small project to complete as your work sample.