Position Vacancy Notice
Instructional Technologist
(Posting date: 08/15/2019)

College Overview
Hudson County Community College (HCCC) is an award-winning, comprehensive urban college with three campuses located just minutes from Manhattan in Jersey City, Secaucus, and Union City, New Jersey. The Journal Square campus sits in the center of Jersey City, next to a major PATH station and transportation hub, while the North Hudson Campus in Union City sits adjacent to a vital light rail station; the Secaucus campus has abundant parking.

Fully accredited by the Middle States Commission on Higher Education, the College offers courses and classes in a wide variety of disciplines to the people and businesses of Hudson County, one of the most historic and ethnically diverse areas of the United States. HCCC was recognized with the 2012 Association of Community College Trustees (ACCT) Northeast Regional Equity Award, was one of just five finalists for the American Association of Community Colleges' (AACC) Student Success Award, and was presented with a series of New Jersey Business & Industry Association's Good Neighbor Awards: 2009 for the Culinary Conference Center, 2012 for the North Hudson Campus, and 2015 for the award-winning Gabert Library. In 2017, the College acquired the CarePoint School of Nursing (formerly Christ Hospital School of Nursing) and has since transitioned it to the fully-accredited HCCC School of Nursing, with its students performing among the highest in New Jersey on their NCLEX exams. In 2019, the College joined Achieving the Dream as part of its expanding efforts towards continuous improvement in its student success work. The Culinary Arts Institute is continually recognized as one of the finest in the nation.

Department/Division Introduction
The Center for Online Learning is the hub of all online and hybrid courses at HCCC. The vision of the Center for Online Learning is for Hudson County Community College to lead innovative accessible online and hybrid programs for the community it serves.

The mission of the Center for Online Learning is to enable students to successfully pursue their studies online to meet educational goals and engage in life-long learning, by providing a wide variety of high quality online and hybrid technology-rich courses. In addition, the Center will support faculty in designing, developing and delivering interactive, accessible teaching and learning curriculum by providing professional development and hands-on assistance.

Position Summary
The Instructional Technologist will assist faculty in building and maintaining online, hybrid and web-enhanced courses. Using tools embedded in the Learning Management System (LMS), as well as multimedia production and collaboration tools, the Instructional Technologist will implement course designs and revisions and assist with course setup. The Instructional Technologist will help faculty and other HCCC users to troubleshoot technical issues. The Instructional Technologist will offer workshops and training and assist in the development of support resources for faculty and students. The Instructional Technologist will explore new technologies relevant to the online classroom.

The Instructional Technologist should have strong familiarity with and experience with LMS such as Canvas. Self-direction, attention to detail, and organizational skills are important to this position. The Instructional Technologist will track, prioritize, and follow up on multiple projects to ensure course revisions are completed accurately, and that issues are resolved quickly. The Instructional Technologist should also have excellent communication skills, enthusiasm for helping others resolve issues, and a desire to work in a fast-paced team environment.

The ideal candidate will possess knowledge of adult learning principles and course design, strong interpersonal and collaboration skills, diplomacy, persistence, flexibility, and the ability to remain focused in a deadline-driven environment.

We use Canvas as our Learning Management system along with several other tools such as Adobe, Respondus, and Blackboard Ally. We are a close team of enthusiastic and hardworking professionals and are currently searching for a full-time Instructional Technologist to join our team.

Minimum Qualifications

- Bachelor's degree required.
- Minimum of two (2) years of instructional design and course building experience in higher education.
- MS Office

Preferred Qualifications
- Knowledge of Adult learning and course design principles
- HTML or other web authoring tool

Closing Date of Applications
September 27, 2019

Review of applications to begin
October 7, 2019

Applications
For full consideration please send resume, cover letter, salary expectations and a list of three professional references to col@hccc.edu.

For additional information and employment opportunities at HCCC, please visit:

www.njherc.org, www.higheredjobs.com and www.latinosinhighered.com

As a New Jersey First Act Employer, new employees must establish a primary residence in New Jersey within one year unless an exemption applies.

HCCC IS AN EEO/AA EMPLOYER

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