

Confirmed by the Office of the Dean of Education: CS

Pending Budgetary Approval: Y

Emergency Posting in accordance with 5.05.03 (iv) of the Collective Agreement:

Posting Number: 24-1422

Posting Date: December 9, 2024

Closing Date: December 17, 2024

Position Title: Online Course Developer

Department/Program: School of Education

Course Number: Univ 2001

Course Title: Making the Leap: Foundations of University Success

Position Start Date: January 1, 2025

Position End Date: April 30, 2025

Campus Location: Web based - Peterborough

Base Stipend or Hourly Rate (Incl. 4% vacation pay)*: \$9012.06

*Individuals with 5 years of continuous service receive 6% vacation pay

NOTE: This position may be subject to Right of First Refusal.

BRIEF DESCRIPTION OF DUTIES: (include any significant variation in duties/responsibilities as outlined in Article 5.04 of Collective Agreement)

- This position entails the online development of Univ 2001: **Making the Leap: Foundations of University Success**
- The Course Developer is responsible for obtaining all copyright clearances which can be arranged via copyright@trentu.ca.
- The Course Developer agrees to consult with Trent Online staff in developing the course. Trent Online staff will provide training, consultation, instructional design, graphic design, media design, web design, academic integrity best practices and technical guidance during the development of the course. Specifications for development will be detailed in a Course Development and Redevelopment Agreement
- In consultation with Senior eLearning Designer: roles and responsibilities outlined, identification of learning outcomes; identification of developer support requirements (level of online pedagogy experience) (**week 1**)
- Working meeting with Senior eLearning Designer and course blueprint (**week 2-4**) see Online Course Planning Template, including overall storyline of the course by module
- Overall learning and assessment strategies and possible resources identified, such as content presentation strategies, lab simulations and virtual slides, Voice Thread (**weeks 5-6**)
- Prototype course module development (**weeks 7-8**)
 - a. Storyboard for the module (word document)
 - b. Actual content prepared for the module
 - c. Images (copyright permissions, URLs, AODA compliance)
 - d. Scripts
 - e. Multimedia content (copyright permissions, URLs, AODA compliance)
 - f. Learning activities
 - g. Assessment instruments (in full) with grading scheme
- Blackboard course build for remaining modules by faculty member with support from Trent Online (**weeks 9-14**)
- Final upload to Blackboard and cold test of education technology to ensure successful course release

QUALIFICATIONS:

- Ph.D. required. Training and experience in the Scholarship of Teaching and Learning is preferred.
- Specialized knowledge of the course subject matter as evidenced by research activity and/or prior teaching experience.
- Demonstrated evidence of high-quality teaching at the university level
- Strong organizational, interpersonal and communication skills
- Experience using Blackboard Learning Management System

APPLICATION PROCEDURES: (Required supporting documentation, transcripts, CV, Referees, etc.)

- Application letter accompanied by a full C.V. stating experience, a paragraph describing your qualifications, plus names and addresses of two references.
- Applications should be submitted as a single attachment in pdf format. The subject line of the email should be the posting number indicated above
- Please forward application and documentation to: teaching@trentu.ca

The detailed terms and conditions of employment in relation to this position are in accordance with an existing collective agreement between the University and the Canadian Union of Public Employees, Local 3908.

Trent University is actively committed to creating a diverse and inclusive campus community and encourages applications from all qualified candidates. Trent University offers accommodation for applicants with disabilities in its recruitment processes. If you require accommodation during the recruitment process or require an accessible version of a document/publication, please contact teaching@trentu.ca

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.