



# E-Learning Developer II

Salary Group: B23

Class Code: 1791

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
E-Learning Developer I	1790	B21	\$48,278 - \$78,953
<b>E-Learning Developer II</b>	<b>1791</b>	<b>B23</b>	<b>\$55,184 - \$90,393</b>
E-Learning Developer III	1792	B25	\$63,104 - \$103,491

## GENERAL DESCRIPTION

Performs highly complex (senior-level) instructional development and training work. Work involves designing, developing, delivering, and maintaining e-Learning curricula and instructional technology through collaboration with subject matter experts. Provides guidance to others. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment.

## DISTINGUISHING CHARACTERISTICS

The E-Learning Developer job classification series is intended for positions that design, develop, deploy, and deliver computer-based and interactive e-Learning curricula and training modules. These employees also provide guidance to agency staff and collaborate with subject matter experts in the development and use of e-Learning methodologies for course design. In contrast, the Training and Development Specialist job classification series is intended for positions that coordinate and perform training and development programs. The employees in that job classification series typically develop new programs and modify existing programs.

## EXAMPLES OF WORK PERFORMED

Designs, develops, and delivers blended classroom and online training courses, as well as customized instructional materials using a variety of tools and applications including audio, video, animation, narrated presentations, podcasts, webcasts, simulations, and virtual learning environments.

Plans course outlines and identifies appropriate instructional methods; and reviews drafts of e-Learning course structures, text, video scripts, and visuals.

Conducts ongoing assessment and maintenance of e-Learning curricula; and recommends and implements improvements when necessary to improve learning outcomes and to ensure that materials are current.

Develops methods for assessing and evaluating training effectiveness, including review and revision of learning assessment and quiz questions.

Researches e-Learning training methods and trends and collaborates with subject matter experts to develop and apply appropriate designs and to ensure that e-Learning content requirements are implemented.

Provides consultation and technical assistance to agency staff on specialized training initiatives and resolves training issues.

Designs, develops, and evaluates e-Learning initiatives.

Identifies e-Learning training needs for target audience(s).

Establishes e-Learning curricula schedules and coordinates training classes.

Analyzes training content to ensure compliance with all state and federal laws regarding accessibility, recommends changes to make content accessible, and remediates accessibility issues.

May select, evaluate, and oversee e-Learning contracts such as content creation, interactive learning methods, and platforms.

Assists with developing communication plans to drive participation and learning experiences throughout the agency.

Assists with identifying and setting long-term training goals.

Assists with preparing program budgets.

Provides guidance to others.

Performs related work as assigned.

## **GENERAL QUALIFICATION GUIDELINES**

### **EXPERIENCE AND EDUCATION**

Experience in e-Learning development and/or instructional design work. Graduation from an accredited four-year college or university with major coursework in instructional design, information technology, communication, human resources, organizational development, education, or a related field is generally preferred. Experience and education may be substituted for one another.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of training and development procedures and techniques; learning design models and principles; instructional design principles and techniques; e-Learning tools and learning management systems; programing languages; and curriculum design.

Skill in using applicable software and designing graphics and instructional content.

Ability to formulate learning objectives, to apply instructional design principles, to develop training objectives, to evaluate the effectiveness of training, to assess training needs, to troubleshoot technical issues, to communicate effectively, and to provide guidance to others.