



# E-Learning Developer III

Salary Group: B25

Class Code: 1792

<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
E-Learning Developer II	1791	B23	\$55,184 - \$90,393
<b>E-Learning Developer III</b>	<b>1792</b>	<b>B25</b>	<b>\$63,104 – \$103,491</b>

## GENERAL DESCRIPTION

Performs advanced (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. May supervise the work of others. Works under minimal supervision, with extensive 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

Oversees the development of teaching methods and outlines, training aids, and text materials.

Identifies and sets long-term training goals, establishes e-Learning curricula schedules, and coordinates training classes.

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.

Develops assessment tracks, analyzes trends regarding e-Learning effectiveness, and incorporates critical feedback on e-Learning curricula.

Researches e-Learning training methods and trends and recommends modifications as appropriate.

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

Selects, evaluates, and oversees e-Learning contracts such as content creation, interactive learning methods, and platforms.

Develops communication plans to drive participation and learning experiences throughout the agency.

Develops and evaluates e-Learning initiatives and provides guidance to staff in the development and integration of new methods and procedures.

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

Prepares program budgets.

Collaborates with subject matter experts for content design, development, and planning.

Advises staff in resolving training problems and ensures the effective use of modern training methods and techniques.

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

May supervise the work of 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 supervise the work of others.