



Job Title: Instructional Technology & Design Specialist	Position Type: Full-Time
Job Description <ul style="list-style-type: none">• Works directly under the supervision of the Dean of Student Services.• Assists and supports staff & faculty with the development and implementation of web-based courses.• Creates and maintains documentation for all web-based courses.• Assists in the review of online courses for course readiness purposes.• Work with administrative structures and practices to support courses and faculty, integrate technologies.• Ability to use a variety of distance education technologies including major learning management systems, social media, office, and multimedia software.	
Experience <ul style="list-style-type: none">• Excellent organizational skills• Excellent verbal and written communications skills.• Proficient with web-based applications and the ability to learn other information technologies.• Ability to work well with others and adapt to change and work in a fast-paced environment.• Experience with post-secondary education.	
Education <ul style="list-style-type: none">• Bachelor Degree in related field from an accredited institution.	
Benefits <p>Amridge University offers a compensation package including health/dental benefits and 401(k). The main campus of Amridge University is located in Montgomery, AL.</p>	