

California State University Northridge

Job Title: Director, Faculty Technology Center

Full/Part Time: Full-Time

Regular/Temporary: Regular

Job Code: 3312 Administrator II

Job Grade: Range A

Department: IT Acad Technology - 8280

About the University

California State University, Northridge, long known for the intellectual, social, and cultural relevance of its 200 academic programs and engaged centers; embraces innovation in community service, and hands-on experience and rigor. A minority-serving university in a globally diverse region, it is a national leader in preparing teachers for K-12 and first generation college students for graduate studies. Cal State Northridge is a park-like campus located in the San Fernando Valley with 1.8 million people, 20 miles northwest of downtown Los Angeles. 1,800 of its 35,000 students are international. Cal State Northridge is a welcoming university; we value accessibility, academic excellence, and student achievement.

Major Duties

Under direct supervision by the Senior Director of Academic Technology, assumes responsibility for the leadership and day to day management of the Faculty Technology Center. Oversees the daily operations of The Faculty Technology Center including the design and creation of instructional technologies, instruction design support (for course redesign for online delivery), and faculty training and development in the use of instructional technology. Advises faculty in the design, creation, assessment, and selection of instructional materials and technologies (including learning management systems, video, audio, and multimedia resources) to meet faculty needs; supervises staff of technologists in creation of complex learning content; manages large instructional multimedia and video projects as required; assumes responsibility for the faculty training program; directs the creation of online tutorials and documentation to support academic technology; and manages the faculty technology lab. Researches new and emerging instructional technologies; interfaces with technical systems and networking staff for the support of instructional technology; serves as a member of the Academic Technology Leadership Team; and participates in the IT Leadership Team and on various university committees. Performs other duties as assigned.

Qualifications

Bachelor's degree from a four year college or university required, and advanced degree is highly desirable. Minimum five years experience in instructional technology, with at least three years experience in a supervisory role. Experience supporting learning management systems and related technology. Experience developing educational video and multimedia applications, website design, and website development is desirable. Experience in higher education and/or experience teaching in higher education preferred. Knowledge of instructional design principles and accessibility requirements. Ability to demonstrate excellent written and oral communication and interpersonal.

Pay, Benefits, & Work Schedule

Salary is commensurate with knowledge, skills, and experience. The university offers an excellent benefit package.

How to Apply

Please complete the on-line application/resume/curriculum vitae upload submission process in order to be considered for any open position within the university and its auxiliaries. Please include attachments with the name of three professional references and salary history for the last five years. The hiring department will contact the best qualified candidates and invite them to participate in the interview process.

Review will continue until this position is filled.

For more detailed information on the application and hiring process, please visit the link below: <http://www-admin.csun.edu/ohrs/employment/>.

Equal Employment Opportunity

The university is an Equal Opportunity Employer and does not discriminate against persons on the basis of age, disability, disabled veteran or Vietnam-era veteran status, gender, marital status, national origin, race, religion, or sexual orientation.