Job Title: Instructional and Media Technologist

Job ID: 497282

Full/Part Time: Full Time

Regular/Temporary: Regular

Job Code: 0420 Info Tech Consultant -12 Month

Job Grade: Exempt

Salary From: $4,372 Salary To: $10,792 If applicable

Department: IT Academic Technology

Major Duties

Under general supervision, the Instructional and Media Technologist provides technical support to faculty with technology integrations into the curriculum and innovates new ways to improve the efficiency and effectiveness of instructional delivery. The incumbent provides expertise to the video recording, delivery, and production processes for campus courses, virtual and online learning and special events; collaborates with appropriate campus stakeholders on the research, design and delivery of new learning environments both face to-face and online; creates professional development materials and opportunities for faculty on instructional technology; designs, installs, maintains, troubleshoots and repairs instructional and video broadcast technology; provides support for the campus cable television station; assists in the set-up and recording of live and special events for the CSUN campus; assists in editing video material into finished projects using appropriate hardware/software; and performs other duties as assigned.

Qualifications

Equivalent to graduation from an accredited four-year college or university in Instructional Technology or a related field. Master's degree preferred. Certification training and applied experience may be substituted for the required education, on a year-for-year basis. Three years of full-time, progressively responsible field-related experience that includes knowledge of relevant hardware, software, maintenance, and user support. Experience with learning management systems, Canvas preferred. Experience leading a team and training others to use broadcast technology and audio-visual equipment desired. Previous professional experience working in a higher education environment preferred.

Knowledge, Skills, & Abilities

Thorough knowledge of a variety of software application packages, equipment platforms, reference database systems and sources, and training methods and a basic understanding of networks, data communication, and multimedia systems. Knowledge of: learning models and learning-related research desirable. Ability and specialized skills to: apply and assess user needs; identify, analyze and address user problems; analyze problems and propose effective solution; understand functional and procedural requirements and develop alternative solutions; relate system solutions to departmental management and staff; communicate effectively both orally and in writing; make presentations; conduct meetings; develop and/or provide user training; meet milestones and deadlines; and establish and maintain cooperative working relationships with students, faculty, staff, and administration.

Pay, Benefits, & Work Schedule

The university offers an excellent benefits package.

The salary range for this classification is: $4,372 - $10,792 per month.
The anticipated HIRING RANGE: $5,000 - $6,400, dependent upon qualifications and experience.

HOURS: Full-Time; 40 hours per week; 8:00am - 5:00pm, Monday through Friday. May include some weekends.

REG: This is a Regular position with a one-year probationary period.
General Information

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

How to Apply
Candidates should apply by completing the CSUN on-line application utilizing http://bit.ly/HR_CSUN link and must attach a cover letter that addresses the qualifications above and a current resume, including names of three professional references. NOTE: Internal candidates should apply through the portal by accessing the View Job Openings/Apply link on the Human Resources/Employee pagelet.

Initial review begins August 19, 2020 and will be considered in the initial review and review will continue until position is filled.

For more detailed information on the application and hiring process, please view the link below: http://www.csun.edu/careers/

Equal Employment Opportunity
California State University, Northridge is an Affirmative Action/Equal Opportunity Employer. We consider applicants for employment without regard to race, color, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, or disability. Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Recruitment Services.

(8/7/20)