JOB DESCRIPTION
The UNIVERSITY of OKLAHOMA

Educational Technologist SCA

Job Code: 15060

Salary Grade: 99C

FLSA Status: Non-Exempt

Job Family: Service Contract Act

The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.

Job Responsibilities

THIS POSITION IS USED FOR POSITIONS WORKING ON A SCA CONTRACT ONLY

The Educational Technologist will provide expertise in instructional methodology, tests and measurement, and curriculum development, develop courseware format guidelines, review and maintain task lists and objective hierarchies, and write courseware materials in designated format (student study guide, workbooks, etc.). This technologist will work with Instructional Developers and Instructor/Subject Matter Experts to ensure accurate content and format. This person plans graphics integrates completed graphics into curriculum. Responsibilities require the Technologist to track individual lesson status, review lesson materials before submission ensure revisions do not impact instructional flow, and monitor lecture presentations to evaluate and assist with lesson organization and content.

Minimum Requirements

Education:

See Statement of Work (SOW) per contract

Experience:

See Statement of Work (SOW) per contract

Required Certifications or Licenses:

See Statement of Work (SOW) per contract

Verification of education and licensure (if applicable) will be required if selected for hire.

Knowledge, Skills, and Abilities

See Statement of Work (SOW) per contract

Working Conditions

See Statement of Work (SOW) per contract

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