Digital Learning Designer

Learning and Talent

Position Description

Supervised by: National Learning Director

Status: Full-Time / Exempt

Location: National Service Center preferred (Madison, WI) or Remote

InterVarsity is looking for a digital learning designer with a firm grasp of adult learning principles, graphic design experience, and a desire to advance InterVarsity’s mission by finding the best possible vehicles to deliver training to InterVarsity staff. We are looking for someone ready to create digital learning courses on existing content, design and produce content with rapid turnaround for our staff in the field, and collaborate with the Learning & Talent team to build an overall digital learning strategy. The Digital Learning Designer will work in a highly collaborative environment, developing partnerships with Learning & Talent and across the movement to determine priority needs for digital learning modules, design them with the learner in mind, and deliver them effectively.

## Major Responsibilities

### Spiritual Growth:

* Be a maturing disciple of Jesus Christ: growing in love for God, God’s Word, God’s people of every ethnicity and culture, and God’s purposes in the world

### Design and produce digital learning content:

* Design visually impactful and memorable digital learning experiences that engage the audience, increase retention, transfer skills/knowledge, and drive sustained behavior change
* Select the appropriate format for each learning project, including audio, webinars, video, quizzes, branching activities, gamification, etc., knowing the benefits and limitations of each
* Produce and deliver high quality microlearning content for on-demand, just-in-time topics
* Gather adequate assessment and feedback (with input from key stakeholders) to determine and accomplish learning outcomes
* Stay up-to-date with resources and digital learning products that could be applicable within InterVarsity’s context

### Collaborate with key stakeholders:

* Work with Digital Learning Director to develop and determine digital learning strategy and training priority topics: Ministry Partnership Development, cross-cultural competencies, “How-to” with Operations, etc.
* Consult and collaborate with teams and departments within InterVarsity, deciding the best tools, modes of delivery, and components that maximize learning outcomes.
* Partner with IT Services, Campus Web Ministries, Communications and Media Department teams as appropriate in the design of digital content
* Test modules and ensure agreement with stakeholders before rolling out digital content

### Maintain a digital library and learning management system (LMS):

* Monitor and report on LMS (Workday Learning) usage, stay current with LMS capabilities and upgrades

### Professional Development:

* Pursue opportunities to grow as a digital learning designer and strategist

### Ministry Partner Development:

* Raise prayer and financial support as agreed upon through building a team of ministry partners

## QUALIFICATIONS

* Annually affirm InterVarsity’s Statement of Faith as a maturing disciple of Jesus
* 3+ years of experience creating visual assets; Bachelor’s degree required, preferably in Graphic Design, Educational Design or equally creative area of study
* Strong design fundamentals: Portfolio that showcases your craftsmanship and strong roots in digital graphic design.
* Demonstrated ability to prioritize work, set appropriate timelines, clarify expectations and utilize effective processes/approaches to ensure work is delivered with excellence in a timely manner.
* Familiarity with learning theory and instructional design methods
* Experience with e-authoring tools (e.g. Captivate, Storyline, Camtasia, etc.),
* Experience with online learning platforms and management systems (e.g. Workday Learning) a plus
* Experience in user experience/user interface design a plus
* Experience in audio/podcast/video production a plus
* Experience in the InterVarsity context a plus
* Strong verbal and written communication skills
* Supervisory experience preferred but not required
* Strong interpersonal and leadership skills; Ability to work with stakeholders, subject matter experts and other instructional designers in the design process
* Ability and commitment to work effectively in a diverse team environment
* Organizational skills, ability to prioritize and manage multiple projects
* Capacity to work effectively in time-critical environment
* Ability to travel as determined

Digital Learning Designer

*InterVarsity Christian Fellowship/USA*

### Frame of Reference

All staff members subscribe annually to the Purpose Statement of InterVarsity:

In response to God’s love, grace and truth:

The purpose of InterVarsity Christian Fellowship/USA is

to establish and advance at colleges and universities

witnessing communities of students and faculty

who follow Jesus as Savior and Lord:

growing in love for God,

God’s Word,

God’s people of every ethnicity and culture

and God’s purposes in the world.

This purpose is admittedly more limited than the Great Commission. As a mission extension of the local church, we have adopted boundaries on our activities based on our call to serve a defined group of God’s people. Within the context of InterVarsity’s purpose, all of the relationships and tasks that staff members engage in as part of their work for InterVarsity have both eternal and temporal components.

#### Values:

InterVarsity is committed to developing men and women from diverse cultures, backgrounds, and generations, whom God calls to work with us for both shorter and longer periods of service, as we pursue the call of God in the university world.

#### Maturing Disciple of Jesus Christ:

Every InterVarsity staff member is to be a maturing disciple of the Lord Jesus Christ, growing in obedience to the Scriptures. The marks of a long-term love relationship with Christ in the fullness of His Spirit are described in Galatians 5:22: “The fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self control.” In the workplace, this fruit is revealed in healthy working relationships which encourage all staff to accomplish their work and enhance their focus on the spiritual aspects of their work.

#### Team Work:

Each individual staff person is a vital member of Christ’s body. This means that we will work with one another in ways that honor and encourage all to grow in Christ while accomplishing His work. Our community requires that each individual serve as a team member in a collegial and open environment based on values, relationships, and vision as well as structure and position.

InterVarsity staff, both employees and volunteers, commit to serve God and all InterVarsity colleagues, students, and partners, with sensitivity to both the eternal and temporal dimensions of our work. “Whatever your task, work heartily, as serving the Lord.” (Colossians 3:23a)