

Courseware Content Creator

A Courseware Content Creator creates innovative, effective and engaging online courses for the GBC SPT initiatives..

Role and Responsibilities

1. Course strategy
 - a. Craft strategy for individual courses with devotee experts and teachers including learning outcomes
 - b. Determine appropriate learning methodologies with an objective to serve devotees with different learning styles
2. Course building
 - a. Manage the entire course creation process through concept, consultation, design, build and review cycles.
 - b. Holistically craft the course curriculum to incorporate the overall learning experience through different means such as lessons, activities, projects, contests and portfolios
 - c. Research and implement pedagogical changes to ensure activity-based engaging learning experiences for the children
 - d. Create a structured learning plan for different devotee engagement levels
 - e. Develop original training and assessment modules based on course objectives
 - f. Develop other training related material including training calendars, proposals etc as and when required
 - g. Implement project-based learning to help students learn through projects and demonstrate expertise
 - h. Creating participant and facilitator manuals
3. Assessment
 - a. Building assessment tools such as quizzes, case studies, role plays etc
 - b. Create summative and formative assessments to measure learning outcomes of the students
 - c. Benchmark the curriculum with the industry and customer needs
 - d. Create mechanisms to measure the efficacy of the content
 - e. Design a process for ensuring 100% error-free content in a scalable manner
4. Monitoring
 - a. Critically review the training content and continuously improve delivery
 - b. Monitor and evaluate the training effectiveness through feedback and evaluation following the sessions to continuously improve learning effectiveness

Preferred qualifications & skills

1. 1 to 4 years of experience in design and implementation of online courseware using a leading LMS, such as Moodle, EDx or Learndash
2. Experience using SCORM authoring tools such as Articulate, Captivate or Ispring
3. A background in learning and development is highly preferred
4. Certificate in Instructional Design would be preferred
5. Excellent communication skills and creative thinking
6. Excellent hold on Microsoft Powerpoint and Word
7. Quick learner
8. Ability to work in unstructured environments

General Qualifications

1. Results-oriented; proven ability to prioritize, drive and achieve results through self and others under time pressure.
2. Demonstrated ability to work productively with counterparts in a cross-functional capacity
3. Ability to effectively prioritize and manage your time to address multiple responsibilities with an uncompromising approach to hitting deadlines
4. Must be able to respond quickly in an environment of changing priorities
5. Must be able to communicate in a calm and collected fashion

Time Commitment:

This position can be a full-time position, particularly if combined with other services. As a part-time service it would require a minimum commitment of 6 to 10 hours per week. Devotees seeking full-time service may need to accept additional responsibilities while the service develops.

How to Apply

To apply for this position, please use our online application form at <http://gbcsppt.com/serviceapplication>

To see other available positions and to learn more about the GBC SPT, visit <http://gbcsppt.com/service>