



Instructional Technologist

Franklin College seeks to fill an Instructional Technologist position. This is a full time salaried exempt position reporting to the Associate Dean for Academic Affairs. This role is responsible for supporting and managing relevant instructional technology resources in the design, development and delivery of Franklin College in-person, hybrid, and online courses. The person in this position will work with faculty to implement appropriate technology solutions utilizing pedagogically sound principles to improve the teaching and learning experiences for all. In addition, this role will conduct evaluations of the effective use of technology in classrooms and will work with the rest of the academic support team to provide a roadmap for development of future iterations of classroom configurations and course delivery. Located approximately 30 minutes from culturally rich downtown Indianapolis, Franklin College is a private, four-year liberal arts and sciences college.

RESPONSIBILITIES

- Work with VPAA and faculty to integrate technology into the curriculum by identifying the college's teaching and learning technology needs and identifying instructional gaps.
- Assist Associate Dean with the evaluation of newly proposed online courses and provide follow-up support to faculty through that process.
- Create instructional design that supports asynchronous and synchronous delivery designed to facilitate equity of learning in in-person, hybrid, and online teaching environments.
- Develop and implement scheduled training for faculty and administrators on the topics of the campus Learning Management System and other integrated tools to help faculty adopt best teaching practices for using technology related to teaching and learning.
- Collaborate with departments and faculty to capture and develop college-wide best practices, use cases, and standards for technology-enhanced teaching strategies, assessment, and course development.
- Recommend pilot technology initiatives and, when successful, recommend how to transition these initiatives to the wider organization.
- Consult with faculty to solve problems or issues they encounter using technology within the context of their classes.

SECONDARY DUTIES AND RESPONSIBILITIES

General supervision is received from the Associate Dean for Academic Affairs.

REQUIREMENTS

- Two- or four-year degree in related field and 1 to 5 years' experience in related area.
- Extensive understanding of technology used in an academic setting.
- Experience working within Moodle or other Learning Management Systems.
- Experience in online conferencing software such as Zoom or Teams.



- Higher education experience preferred.
- Excellent communication skills.
- Ability to adapt to quickly changing environments.
- Excellent organizational and multitasking skills.
- Strong customer service orientation.

Physical Demands

This job functions in a professional office environment. Job tasks do not involve occupational exposure to blood, body fluids or tissue – Category III. Able to lift 35lbs.

Excellent benefits package including: health, life and disability insurance, paid vacation, sick and holiday time, retirement plan, and full tuition benefits for employees and their family. Review of applications will begin immediately and continue until the position is filled. Qualified candidates should submit electronically (MS Word or PDF) a cover letter, resume and contact information for three professional references via the application link – [Franklin College Staff Application](#)

Contact Human Resources with additional questions.

Franklin College
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www.FranklinCollege.edu

Franklin College is committed to providing an inclusive and welcoming environment and to ensuring that educational and employment decisions are based on individuals' abilities and qualifications. Consistent with these principles and applicable laws, it is therefore the College's policy not to discriminate on the basis of age, color, disability, gender, gender expression, gender identity, genetic information, national origin, marital status, race, religion, sex, sexual orientation or veteran status as consistent with the Policy on Prohibited Discrimination, Harassment and Related Misconduct. No person, on the basis of protected status, shall be excluded from participating in, be denied the benefits of, or be subjected to unlawful discrimination, harassment, or retaliation under any College program or activity, including with respect to employment terms and conditions. Such a policy ensures that only relevant factors are considered and that equitable and consistent standards of conduct and performance are applied.