Online & Adult Learning / Virtual Communities of Practice Professional

Manhattan Strategy Group (MSG) is seeking an experienced individual to serve as a Project Coordinator and e-learning Specialist on a contract with a U.S. Federal Agency in Washington DC.

The individual will possess a minimum of 5 years of experience in e-learning design and delivery, including designing and managing virtual trainings and professional development events in support of creating learning communities of practice, specifically aimed at Adult Learners. The position will have significant responsibility in shaping and managing multiple online interactive events / sessions, including developing schedules, co-managing a team of SMEs to design, develop and deliver the content, instructional design, tracking user feedback and enhancements, and actively engaging the community of users through marketing and other tactics. A key aspect of each virtual event would be tracking of usage and ensuring that a user community develops around specific topics and areas of interest as well as the management of the user community through blog posts and messages and other materials of interest.

The user community for this project includes professionals and practitioners in the Career and Technical Education (CTE) and Adult Basic Education (ABE) fields.

Required Skills and Experience:

- Experience in eLearning, specifically designing and disseminating web-based learning materials. Key areas of expertise and experience may include: Instructional Design, E-learning, E-Learning Architecture, Needs Assessment, Usability Testing, Web-based learning and Technologies, Adult learning Theory, Web Design, Web 2.0 Technologies

- A minimum of 5 years experience working with adult learners to deliver online professional development and/or technical assistance

- Experience in organizing and implementing virtual communities of practice including videos, webinars, discussion boards, and online moderation

- Experience with practitioners in the Education field, particularly high school, higher education, or adult education

- Experience in the CTE or ABE fields is a plus

This is a full-time position with competitive salary and benefits. We will consider candidates who can commit at least 75% of their time for this two year project. Interested candidates should submit resumes to: info@manhattanstrategy.com

MSG is a management consulting firm that advises federal government agencies to enhance performance and achieve operational efficiency. More at www.manhattanstrategy.com

MSG is an equal opportunity employer.