Instructional Designer

The International Association of Fire Fighters seeks an Instructional Designer in our Hazardous Material & Weapons of Mass Destruction Training Department. This entry level position is responsible for developing participant-centered, instructor-led training materials and interactive online learning modules as well as working in and maintaining the learning management systems (LMS). The successful candidate will develop curricula materials for instructor-led training including instructor and participant guides, presentations, handouts, job aids, and other supporting materials. He or she will create innovative and highly interactive designs for online education teaching materials, using web design software. The individual must have excellent oral and written communication skills; ability to work within the instructional systems design (ISD) that includes analysis, design, development, implementation and evaluation (ADDIE); have proficiency with database architecture, usage, design and administration in learning management software including FileMaker Pro, iMIS and Moodle; and be skilled in the use of Microsoft Office Suite including Word, PowerPoint, and Excel, the Internet (including HTML, JAVA script, and XML), InDesign, PhotoShop, Storyline and other curricula development and database software.

The successful candidate must be well organized and a self-starter with working knowledge of adult learning practices, theories, and programs. A Bachelor’s degree in a related field and some experience in a training environment with federal grants are preferred. The starting salary is $63,019 with excellent employer paid fringe benefits package.

Submit a cover letter, resume and at least three employment references to the IAFF Human Resources Department at: jobs@iaff.org. Applications will be accepted through May 1, 2013.

The IAFF is an equal opportunity employer.