Instructional Design Assistant

The International Association of Fire Fighters seeks a highly motivated Instructional Designer in our Education Department. This position is responsible for assisting in the development of educational and instructional course materials, assessment techniques, appropriate integration of instructional technologies and best practices. The successful candidate will collaborate with subject matter experts, develops, designs, and coordinates Partnership Education Programs and other IAFF education modules. He or she will work internally with multimedia designer(s), technical staff and others as assigned to develop and provide recommendations for sequencing of instruction, use of assessments and design of course materials and activities.

The individual must possess excellent oral and written communication skills; be an expert in curricula design and development, proficient in Instructor-Led Training (ILT) and Web-Based Training (WBT) and ability to apply Sharable Content Object Reference Model (SCORM) to e-learning projects.

This position reports to the Director of Education and performs duties independently with occasional supervision. A bachelor's degree in Education, Instructional Design, Training, or a related field with at least three years of experience in adult education and/or curriculum development. The starting salary is $70,429.65 with excellent employer paid fringe benefits package. Submit a cover letter, resume, a writing sample and at least three employment references to the IAFF Human Resources Department at: jobs@iaff.org. Applications will be accepted through January 30, 2015.

The IAFF is an equal opportunity employer.