***This old UMB job description was created between 2000 and 2014 and is being provided as a template or guide in the preparation of a current job description. The essential functions are general in nature and may not accurately depict the duties of a specific unit. Managers are encourage to update and provide specific duties that are applicable to work being performed in the unit.***

Job Title: **IT Specialist, Instructional Technology Lead**

Job Family: Information Technology Sub Family: IT - Instructional Tech

**Job Summary:**

The Lead Instructional Technology Specialist leads the development of multi-media instructional materials and e-learning applications using a variety of available technologies. This individual works independently with faculty, staff, and students in the development and use of multi-media technology and the use of e-learning applications. They assist support staff in instructional design projects.

**Essential Functions:**

* Independently develops online, web based, or interactive applications and materials.
* Leads the planning of formal presentations or workshops in the use of specific technology and/or e-learning applications.
* Provides guidance and direction in the use of audio/visual, multimedia, video production, and IT equipment as appropriate.
* Direct others in the development of multi-media materials and/or e-learning applications.
* Designs and customizes curriculum and course media selection for departmental staff and develops training plans and blended learning implementation strategies.
* Leads the development and coordination of the acquisition and implementation of new multi-media technologies.
* Performs other duties as assigned.

**Minimum Qualifications**

Education: Bachelors in Computer Services, Graphic or Instructional Design, or related field

Experience: Five (5) years related experience which includes proficiency with audio/visual, multimedia, video production, or IT resources.

Supervisory:

Licensure/Certification:

Other: No subsitution of experience for minimum education requirement.

**Knowledge, Skills, and Abilities**

*Managers may provide prefered knowledge, skills, and abilities as necessary.*

Job Code: E0719F

SOC Code: 259031 IPEDS: Service

EEO6 Code: Professional State Code: 9754824

USM eCode: E40072 AAP Code: 3A