POSITION VACANCY ANNOUNCEMENT

POSITION: Educational/Training Programs, Coordinator 2 – Instructional Designer at the Health Science Center Libraries

SALARY: $60,000 annually

REQUISITION #: 8025325

DEADLINE DATE: July 14, 2010

PLEASE NOTE: While extensions and alternative funding may becoming possible, this is a grant funded, time-limited position with an anticipated ending date of 08/31/2011.

Please not that this position has specific instructions for the submission of application materials please see the APPLICATION PROCESS section below for further details.

The VIVO National Network for Biomedical Researchers project is a UF partnership with Cornell University Library and five other academic research institutions over two years - to create an integrated national information network on biomedical research that will serve not just researchers, but also students, administrative and service officials, prospective faculty and students, donors, funding agencies, and the public.

An Instructional Designer is needed to work with the VIVO project’s National Educational Technology Team Leader to create a comprehensive suite of instructional materials to be used by the institutions implementing VIVO to assist in basic implementation as well as innovative uses of the software application. The position will design and develop instructional material for the grant, “VIVO: Enabling National Networking of Scientists,” utilizing effective needs analysis, project management, course development, and evaluation skills, and will collaboratively develop entry and advanced level courses for both internal and external audiences. This position will serve as liaison between the grant’s Research & Development and Instructional Design team and the National Implementation team in determining instructional needs and appropriate method of delivery, providing instructional and program design expertise for the development, and support of online courses and specialized educational delivery modes.

The University of Florida George A. Smathers Libraries is recruiting for the position of Coordinator 2/Instructional Designer in the Health Science Center Libraries.
**The duties of this position include:**

- Creates a comprehensive suite of instructional materials including FAQs, quick-start guides, manuals, and both text-based and video tutorials ranging in complexity from basic implementation needs to more complicated or innovative uses of the application to be used at a national level. Using industry standard best practices designs and develops instructional materials for VIVOweb, a nationally linked network of locally installed semantic web applications. (U) utilizing effective needs analysis, project management, course development, and evaluation techniques. Develops entry and advanced level courses for both internal and external audiences.

- Serves as liaison between the research & development components of the VIVO production team and determines instructional needs and appropriate methods of delivery, providing instructional and program design expertise for the development, and support of online courses and specialized educational delivery modes.

- Provides face-to-face instruction to key persons involved in the VIVOweb community on the use of VIVOweb and the promotion of its’ innovative features and advantages of the tool. Gathers feedback from end-users to aid in the design of instructional materials and forward to VIVOweb interface designers.

- Works with Webmasters, Programmers, and other VIVOweb team members as needed to apply evidence-based solutions to the development and maintenance of the VIVOweb product.

**Minimum qualifications:**

Master's degree in an appropriate area of specialization; or a bachelor's degree in an appropriate area of specialization and two years of appropriate experience.

**Preferred Qualifications:**

- Master’s degree in Instructional Technology
- Instructional Design, or relevant specialization;
- Ability to work effectively as part of an integrated team yet without direct supervision;
- Ability and willingness to learn new computer technologies;
- Strong understanding of instructional design principles, learning theory, instructional technology, as well as student learning processes;
- Demonstrated experience in online course development;
- Demonstrated ability to develop effective instructional materials and deliver instruction to a diverse population which is not limited to a single pedagogical orientation;
- Demonstrated ability and experience working with faculty, instructors, and other design team members within a higher education environment;
- Excellent written and oral communication

**THE UNIVERSITY OF FLORIDA**

The University of Florida is a large, land grant, public educational research institution with a faculty of approximately 4,000 and a student body of approximately 50,000. UF is Florida's largest university, the Nation's fourth-largest, and traces its beginnings to a small seminary in 1853. Since 1985, UF has been a member of the Association of American Universities, the prestigious higher-education organization comprised of the top 62 public and private institutions in North America. UF is home to 16 colleges and more than 150 research centers and institutes. The University offers the Ph.D. in more than 90 fields and the Master's degree in more than 120 fields. For more information please consult the UF homepage at [http://www.ufl.edu](http://www.ufl.edu).

*The Foundation for The Gator Nation*

An Equal Opportunity Institution
The George A. Smathers Libraries is a member of the Association of Research Libraries, the Center for Research Libraries, the Research Libraries Group, and LYRASIS. The library staff consists of more than 400 FTE librarians, technical/clerical staff and student assistants. The George A. Smathers Libraries organizational chart is available at: [http://www.uflib.ufl.edu/backpage.html](http://www.uflib.ufl.edu/backpage.html). For more information about the Libraries, please visit [http://www.uflib.ufl.edu](http://www.uflib.ufl.edu).

**HEALTH SCIENCE CENTER LIBRARIES**

The HSC Libraries provide services and programs to support the Colleges of Medicine, Nursing, Dentistry, Pharmacy, Public Health and Health Professions, and Veterinary Medicine; the McKnight Brain Institute; the University of Florida Genetics Institute; the Emerging Pathogens Institute; the Institute for Child and Health Policy; and the Institute of Aging; Shands HealthCare; the University of Florida/Shands Cancer Center; the University of Florida Physicians Clinics (12 primary and 21 specialty care); and the North Florida AHEC program. The HSC Libraries also support 52% ($291,000,000) of all campus research awards by providing up-to-date research content and information access and management support. Since 1999, the HSC Libraries have operated a Liaison Librarian program to facilitate partnerships with academic faculty and programs by assigning each HSC College or Department a dedicated librarian who works closely with its faculty, staff and students.

**COMMUNITY:**

Gainesville, Florida and the surrounding community are home to approximately 240,000 people and both the University of Florida and Santa Fe College. Situated just over an hour from the Gulf of Mexico and the Atlantic Ocean, the city is surrounded by over 40 nature parks, including many spring-fed lakes and rivers. In 2007, Gainesville was ranked as the “Best Place to Live and Work” by Frommer’s *Cities Ranked and Rated* and as one of the “Best Places to Live and Play” by National Geographic Adventure. The area has numerous cultural institutions and is a haven for sports fans. Jacksonville, Orlando, Tampa, Tallahassee, and St. Augustine are all within a two hour drive.

**BENEFITS:**

Twenty-six vacation days, nine paid holidays, and thirteen sick leave days annually; retirement plan options; insurance benefits; tuition fee waiver program; no state or local income tax. Prospective employees should review the information about employment at UF available at [http://www.hr.ufl.edu/training/neu/default.asp](http://www.hr.ufl.edu/training/neu/default.asp).

**APPLICATION PROCESS:**

If you are interested in this position please apply online at [http://jobs.ufl.edu](http://jobs.ufl.edu) referring to requisition number 0805325.

For further details about this position please contact Tina L. Pruitt at (352)273-2595.