Instructional Designer

Solar Energy International (SEI) is a 501(c)3 non-profit education organization with a mission to provide industry-leading technical training and expertise in renewable energy to empower people, communities and businesses worldwide. Founded in 1991, SEI has trained more than 80,000 people from around the world. As an organization, we are passionate about renewable energy and committed to offering the highest quality, unbiased renewable energy training.

Position Description
We’re looking for an enthusiastic, creative collaborator with a learning mindset, a fresh perspective, and a desire to grow with us! The ideal candidate has a practical understanding of adult learning best-practices along with real-world experience designing and delivering high-quality learning training programs. The Instructional Designer will be responsible for providing assistance to the curriculum team and subject matter experts in the development of instructional materials necessary to support online learning and hands-on classroom training. This person will work collaboratively with the design team and subject matter experts to assist them in the development of various multimedia elements, including audio, video, and graphic/animated components in support of implementing online learning and in-person training.

General Purpose
The Instructional Designer will participate in the design and development of online courses; provide instructional design support and guidance to subject matter experts (SMEs) in the creation of online course content; work collaboratively with other curriculum development team members in the production of online courses and associated print materials. We are looking for someone who can enthusiastically assist in the creation of innovative solutions to challenges faced by the curriculum development team.

Main Job Tasks, Duties and Responsibilities

- Works collaboratively with SME and curriculum team to develop new courses and revise existing courses to support online and in-person learning development efforts.
- Utilize multimedia technology (including audio, video, and graphic/animated components) and authoring tools (i.e. Articulate) to develop interactive and engaging online and in-person programs.
• Produces learning and training materials in a variety of formats including print, graphics, audio, video, animation, and multimedia to support online learning and in-person classroom training needs
• Utilizes the ADDIE model by participating in the needs analysis, design, and development of training modules, interacting with SMEs in planning and scoping requirements for curriculum
• Storyboarding, authoring, and development of e-learning content and blended learning solutions
• Developing course-specific job aids and performance support materials
• Assist with the creation of style guides and standard operating procedures
• Participates in beta deliveries of new courses
• Apply best practices and knowledge of instructional design and adult learning theory to the strategy, design, and delivery of online programs.
• Regularly maintain and update online course content based on feedback from students, instructors, and key stakeholders. and end users.
• Develop and establish solid working relationships within the curriculum team and across the organization.
• Demonstrated ability to work remotely and demonstrates ability to collaborate successfully with remote staff
• Communicate regularly to management on project progression and completion
• Other duties as assigned.
• Occasional travel required

Qualifications
The requirements listed below are representative of the knowledge, skill, and/or ability required.
• Foundational understanding of instructional design theory and techniques
• Experience using learning management systems (Moodle preferred)
• Demonstrated experience using learning design software (Articulate Storyline strongly preferred) or similar authoring tools required
• Adobe Creative Suite (InDesign, Photoshop, Premiere Pro, Illustrator) experience required
• Proficient in Microsoft Office, Google Suite, multimedia software packages (captivate/flash/articulate), digital video editing video streaming, and other production tools
Education and/or Experience
• Experience working with e-learning and blended learning programs, computer-based training development, and asynchronous learning content

• Bachelor’s Degree preferred, Master’s degree ideal in Educational Technology, Instructional Technology/Design, Information Systems, or other related fields

Language Skills:
• Must have exemplary written and oral communication skills
• Must be organized, flexible and able to deal with various personalities
• English fluency required, Bilingual in Spanish highly preferred

Featured benefits: Medical insurance stipend, Simple IRA, Paid parental leave. Salary range starting at $60,000

Applications due March 11, 2022. To apply, please submit a cover letter, resume, and three professional references in one combined PDF to jobs@solarenergy.org.

Solar Energy International is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age, protected veteran status or disability status.