

Instructional Designer
Lee College

Direct Link: <https://www.AcademicKeys.com/r?job=263193>

Downloaded On: Sep. 30, 2025 12:14pm

Posted Sep. 30, 2025, set to expire Oct. 6, 2025

Job Title Instructional Designer
Department
Institution Lee College
Baytown, Texas

Date Posted Sep. 30, 2025

Application Deadline 10/06/2025
Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Education
Administration - Other

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Job Description

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Instructional Designer

Salary: \$63,273.60 - \$66,501

Job Type: Full-Time

Job Number: FY2300615

Location: Main Campus - Baytown, TX

Division: Provost/Academic & Student Affairs

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Position Overview

Starting Salary Range is \$63,273.60 - \$66,501. The initial salary offer is commensurate with education and related work experience.

This position works collaboratively with administrative and faculty leadership teams to provide training and coaching in the design, development, implementation, and evaluation of face-to-face, online, streaming, Hy-Flex, and hybrid course delivery methodologies. Coordinate, facilitate, and provide online course development services and faculty training. Serves as a key member of the campus-wide professional development team.

Essential Duties & Responsibilities

- Collaborate with faculty to enhance courses in face-to-face, streaming, Hy-Flex, hybrid, and online formats.
- Provide hands-on instruction assisting faculty in development of course materials, assignments, and interactive activities for streaming, Hy-Flex, hybrid, or online courses.
- Work with divisions to increase their online presence with quality hybrid, streaming, Hy-Flex, and online courses.
- Train faculty in course design and online instruction; mentor faculty in the effective use of an online learning management system (LMS) for delivery of face-to-face, streaming, Hy-Flex, and online instruction.
- Assist the Empirical Education Center and Distance Education Committee in providing workshops on active learning techniques.
- Implement faculty and staff development programming to support campus goals and objectives.
- Foster collaborative partnerships with academic units, faculty leaders, and individual faculty in the design and planning courses, learning environments, and experimental learning.
- Design and conduct faculty development programs, including faculty learning communities, workshops, and seminars.
- Engage in professional development and conduct research on educational technology.
- Research current trends, issues, and developments with instructional design and innovative pedagogies. Share results and information with faculty.
- Conduct live and online training in various educational topics for faculty and staff.
- Develop and facilitate Blackboard training for faculty and students.
- Facilitate the Lee College Teaching Online Certification and/or the Advanced Teaching Online courses for faculty.
- Support Assessment training and data collection.
- Support the values of the college: Guided Pathways, Quality Service, and Expanding

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Opportunities for the ideal student experience.

- Support the Co-Directors of the Empirical Education Center.
- Be familiar with Quality Matters Certifications.
- Support evaluation of Learning Management Systems.
- Evaluate the efficacy of utilizing Artificial Intelligence in Teaching and Learning.
- Work with faculty to ensure content accessibility in compliance with Section 508, WCAG 2.2, and the Americans with Disabilities Act.

Additional Duties & Responsibilities

Perform other duties as assigned.

Minimum Education, Experience, Knowledge, Skills & Abilities

- Master's (or higher) degree
- Six (6) months of related work experience
- Proficiency with learning management systems
- Demonstrated knowledge and application of accessibility compliance standards and Universal Design principles in designing and delivering learning in various formats
- Must be able to work in a collaborative work environment
- Experience working with diverse populations to achieve goals
- Excellent communication skills, both oral and written
- Must be available to work evenings and weekends as needed

Preferred:

- Quality Matters certified Peer Reviewer, Applying the Quality Matters Rubric Facilitator (online or in-person), and/or Teaching Online Certified
- Experience working with faculty in the utilization of Artificial Intelligence in Instruction
- Experience in development of course modules using virtual reality technology

Lee College does not discriminate on the basis of race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, disability, veteran status, genetic information or any other basis protected by law.

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To apply, please visit <https://www.schooljobs.com/careers/lee/jobs/5074785/instructional-designer>

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

Lee College

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