

HIGHER EDUCATION PERSONNEL BOARD

Specification for Class

Class Code: 3507

SCIENTIFIC INSTRUCTIONAL DESIGNER II **Abolished Effective February 10, 2006**

DEFINITION

Provide technical and scientific expertise in the coordination of projects and programs related to the development of instructional materials for science faculty and external science education professionals.

DISTINGUISHING CHARACTERISTICS

Positions at this level work independently with minimal supervision from the Director of a learning resource center. These positions are distinguished by the level of responsibility and specific scientific and technical knowledge required to perform job duties. Positions at this level determine specific work methods to be employed by subordinates, make assignments and review completed work.

TYPICAL WORK

Responsible for planning new approaches to educational problems that may involve the use of instructional material in its traditional form or in specifically designed innovative forms;

Consult with scientific investigators, health care professionals and the like to assess their media needs, obtain and plan new media content, offering a thorough understanding of technical and scientific content;

Responsible for script writing and editing for scientific instructional packages;

Coordinate and supervise the production of instructional materials, including printed materials, film, television, graphics, still photography, slides and audio-tapes;

Responsible for studying and evaluating new trends and developments in media production and equipment technology; make recommendations for changes and/or improvements to faculty and professionals relating to their specific educational problems;

Plan, develop, and coordinate public relations programs on audio-visual communications;

Lead workshop groups to teach faculty and staff the basic principles of media development;

Participate in conferences, workshops, and demonstrations regarding the application and utilization of instructional media methods and materials;

Supervise support staff and such individuals within technical units as may be involved in any major production effort;

May perform any of the duties of a Scientific Instructional Designer I;

Perform related duties as required.

MINIMUM QUALIFICATIONS

Master's Degree in science education or a M.S. Degree in a scientific discipline; AND one year of experience as a Scientific Instructional Designer I, or equivalent. Equivalent level experience may be substituted for the educational requirements on a year-for-year basis.

The announcement of position vacancy (recruiting bulletin) may specify course work or experience within a specific discipline if determined necessary by the personnel officer. Selective certification from the employment list will be permitted to meet unique requirements of specifically identified positions.

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

Examination Requirements:

A job element examination (including written, E & T and oral components) scored on the basis of job related experience, training, skill, ability and other elements which are established through job analysis.

New Class: 1-15-76
Revise MQ: 7-2-90