

UNIVERSITY OF CONNECTICUT HEALTH CENTER  
JOB OPPORTUNITY  
INSTRUCTIONAL TECHNOLOGY SPECIALIST  
NETWORK SYSTEM & SERVICES

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** The Public  
**Location:** Farmington  
**Job Posting No:** 2012-543  
**Hours:** Monday – Friday, 8:00 am – 5:00 pm  
**Salary:** To Be Determined  
**Closing Date:** February 22, 2012

This position is accountable for supporting, managing and developing educational materials for Faculty Instruction Technology.

**Knowledge, Skills and Abilities:** In-depth knowledge of and experience in online instructional development; proficiency With Microsoft office products; proficiency with Mac OS, standards web technologies, languages and authoring tools, graphic/multimedia development tools; knowledge and experience with distributive course management systems; excellent knowledge and ability to apply project management skills and techniques; strong interpersonal skills and the ability to motivate faculty and students; ability to communicate effectively (oral and written); ability to problem solve while assisting a variety of users; knowledge of laws regulations or guidelines applicable to information technology/education technology.

**General Experience:** seven (7) years experience in programming/development with special emphasis on educational technology, web development, authoring programs and systems troubleshooting.

**Substitution Allowed:** Any combination of education and/or experience from which comparable knowledge, skill and abilities have been achieved.

**Special Requirement:** Proficiency with social networking and collaboration technologies required.

**Preferred Requirements:** Experience integrating smartphone applications into the curriculum; Experience in a medical or dental school setting; Bachelor's degree in related field.

**Examples of Duties:** In support of educational curriculum re-design provides expertise and support for social networking, smart phone applications, collaboration technologies and Web site authoring. Supports educational technology design new and expanded space for Medical, Dental and Graduate Schools. Coordinates daily functions for the department including troubleshooting and maintaining hardware, software, networking and user assistance; assists in coordinating activities relative to effective use of hardware/software in education; monitors usage of hardware/software; uses a variety of multimedia and learning technology tools to assist faculty and students in developing and implementing instructionally sound courses; tutorials and presentations; develops and leads workshops for faculty and students relating to the use of development software tools; serves as expert resources for complex educational applications and track trends in technology; project manager/team leader as needed; continues to introduce and implement emerging educational technologies, assisting faculty with its development; provides management and support for the electronic classrooms; provides oversight and backup for the distributive course management systems; provides oversight and support for the schools websites; interprets and maintains departmental budget and policies and prepares appropriate departmental reports; participates in long range planning; supervise staff, manages staff workflow and priorities; prepares or provides input for staff performance evaluations; works collaboratively with other UHC departments to provide appropriate curricular support; maintains technological knowledge by keeping current with changing technologies; performs all duties of Academic Computing Specialists and other related duties as required.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should apply to <https://jobs.uchc.edu> and reference search code 2012-543. Cover letter, resume and references may be uploaded at the time you apply on-line. :

University of Connecticut Health Center  
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The University of Connecticut Health Center is an affirmative action employer in addition to an EEO and M/F/V/PwD employer.