**Position:** Curriculum Designer

**Reports To:**  Head of Product

**Salary Range:** $67,238 - 100,858

**Position Summary**

The Curriculum Designer works cross-functionally to develop online and live course content and programs to best serve the Scrum Alliance community.

**Responsibilities**

* Iteratively designs, develops, and maintains asynchronous learning content, both e-learning and live training, through established product development processes
* Demonstrates and utilizes effective needs analysis, course development, and evaluation skills
* Creates clearly defined and measurable learning objectives for new products
* Creates and manages product feedback to identify learning objective enhancements and updates of existing products
* Cultivates positive relationships and engagement with our community subject matter experts and is able to work with them constructively to create content
* Collaborates with internal teams and subject matter experts to identify trends and product improvement opportunities
* Develops courseware to support new and existing products
* Creates assessments to effectively evaluate learner engagement and mastery of course material
* Utilizes multimedia technology and authoring tools
* Works cross-functionally with other teams to support product development and delivery
* Collaborates intensively with the Product Team to support, develop, and maintain products
* Participates in developing, improving, and documenting team processes to advance team maturity metrics
* Communicates effectively and timely with a passionate and engaged globally diverse professional membership
* Understands the organizational vision, mission, and strategy and brings them to life in products
* Strong understanding of what compels people to join certification and membership organizations
* Contributes to the team’s professional development by keeping abreast of recent trends in learning and sharing new insights with the team
* Executes work based on the team’s backlog
* Performs other duties as assigned

**Required Skills/Abilities**

* Able to see the big picture and execute on the details
* Work collaboratively and productively with a diverse virtual team
* Excellent verbal and written communication skills
* Excellent organizational skills and attention to detail
* Excellent time management skills in complex projects with a proven ability to meet deadlines
* Excellent problem-solving and analysis skills with a solution-oriented mindset
* Ability to multitask and work under pressure with minimal supervision
* Self-motivated worker with a team player attitude
* Commitment to supporting the customer to find a resolution
* Proficient in Google Workplace suite

**Education & Experience**

* Bachelor’s degree required, preferably education-related
* 2-4 years experience in instructional design, preferably e-learning
* Global/international business experience preferred
* Experience with managing product life cycles that revolve around educational learning required, from ideation through storyboards and course build with reviewers
* Experience with educational tools, trends, and technology, including e-learning authoring tools, design tools, and video editing tools required
* Familiarity with business agility space, as well as scrum framework preferred
* Demonstrated experience working with subject matter experts required

**Physical Demands**

* Prolonged periods sitting at a desk and working on a computer
* Normal sitting and standing activities for an office environment are required
* General mobility to move through facility, attend and participate in meetings
* Occasionally required to stand, stoop, kneel, crouch, or crawl
* Must be able to have repetitive arm, wrist, hand and/or finger movement to type and work on computer for prolonged period of time
* Ability to use close vision and able to focus including but not limited to reading/proofing various materials, and looking at a computer screen
* Ability to operate general office and communication equipment (phone, computer, copier, etc.)
* The position may require the ability to lift 0 - 20lbs
* Occasional automobile and/or airline travel required in normal course of job performance