

The University of Akron  
**Classification Specification**

<b>Job Title:</b>	Curriculum Designer	<b>Job Code:</b>	T43871
<b>Job Function:</b>	Staff	<b>Grade:</b>	220
<b>Job Family:</b>	Classified	<b>FLSA:</b>	Exempt
<b>SOC Description:</b>	3000 Information Technology Division	<b>Date:</b>	1/1/04;7/11/00

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**Job Summary:**

Provide analysis and organization of a series of structural learning experiences. Define the subject content and skills that make up an educational program. Formulate a specific educational platform that defines the need of the instructional program and the goals that should be in the curriculum.

**Essential Functions:**

50% Work closely with instructional designers to provide curriculum based programs that can be delivered via alternate delivery systems. Cultivate a relationship with Dean and Department Chairs to insure that instructional design and development activities follow a curriculum path. Help to promote the development of curriculum libraries for the purpose of providing meaningful instructional activities through alternate delivery methods.

20% Interface with the instructional development team to integrate the curriculum goals into the development process.

15% Consult with the assessment and evaluation group to insure proper alignment with the design and the curriculum.

15% Works closely with the multimedia group to develop a set of multimedia materials to fit into a curriculum library in order to promote efficient and effective use of the materials throughout the curriculum.

**Education:**

Requires a relevant Bachelor's Degree.

**Licenses/Certifications/Requirements:**

None.

**Experience:**

Requires a minimum of 4 years experience in curriculum development group. Experience in a higher education environment preferred.

**Leadership:**

No authority or responsibility for the supervision of others.

**Physical Requirements:**

Job is physically comfortable; individual is normally seated and has discretion about walking, standing, etc. May occasionally lift very lightweight objects.

**Working Conditions:**

No major sources of working conditions discomfort, standard working environment with possible minor inconveniences due to occasional noise, crowded working conditions, minor heating/cooling or ventilation problems, and/or up to 40% use of PC terminal.

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The intent of this classification specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description. The University requires that all University employees whose assigned duties include some involvement with The University of Akron's intercollegiate athletics program, comply with all relevant NCAA Bylaws in performing their work.