



Management Institute for National Development

An Agency of the Office of the Cabinet, Government of Jamaica

Building Capability for Public Service Excellence

ISO 9001: 2015 CERTIFIED

Applications are invited to fill the following vacancy

INSTRUCTIONAL DESIGN SPECIALIST

The incumbent will be responsible for:

- Guiding the Agency's instructional design process in support of the delivery of multi-mode learning products and services
- Developing effective instructional training materials/courseware in keeping with the needs of MIND's stakeholders
- Using Learning Management Systems to enhance the teaching/learning experience for facilitators and participants
- Applying current knowledge in the areas of Curriculum Development, Learning Facilitation and Assessment Methodologies to improve on how MIND is able to support participants learning needs

The successful candidate should possess the following competencies:

- Knowledge of Curriculum Development, Learning Facilitation and Assessment Methodologies
- Expertise in Multi-modal Instructional Design Concepts and Principles
- Excellent Knowledge of Learning Systems
- Knowledge of Competency Based Education and Training
- Ability to apply instructional design concepts and learning theory to the development of adult learning products
- Strong Writing, Editing and Proofreading Skills

Minimum Qualification and Experience:

- Postgraduate degree in Instructional Design or a related area
- Certification in Education and Training
- Experience in curriculum development, instructional design and training delivery
- Three (3) years experience developing content with an educational/training purpose for publication, web-based delivery, and/or classroom use.

Qualified applicants are invited to address their applications and résumés to:

- Director Finance, Human Resource Management & Administration
- hr@mind.edu.jm

Application Deadline: Friday, July 30, 2021

MIND Kingston

235A Old Hope Road, Kingston 6, Jamaica W.I.

Phone: 876 927-1761 | Fax: 876 977-4311

 marketing@mind.edu.jm

 [website:
www.mind.edu.jm](http://www.mind.edu.jm)

