

Instructional Designer (US)

ON THE MARK (OTM) is a Phoenix-based management consulting firm specializing in organization design. As we continue to grow we are looking for a US-based Instructional Designer to work on developing OTM materials into virtual based classes. This role is home-based but may require some travel.

Background:

OTM is a boutique consultancy specializing in organization design and transformation solutions. Now in its 30th year of operation and located on both sides of the Atlantic, we are recognized by many of our customers as their preferred vendor in providing substantive yet practical organization design. OTM is growing and has exciting plans for the future as we continue providing lasting change to our clients. Now is an excellent time to join our progressive business. You will learn rapidly and be an important player in a small, closely-knit team.

Role Description:

We are looking for an exceptional, experienced Instructional Designer to develop and update our consulting and instructional materials for use in various client engagements. This role could expand based on candidate's motivation, experience, skill and maturity. You will have the chance to develop engaging learning activities, set instructional end goals, visualize and produce graphics, apply instructional and design best practices, develop supporting material and media, and maintain the appropriate documentation.

The Instructional Designer will be in charge of managing the transition of OTM's course materials to a virtual environment. You will be expected to have an awareness of multiple learning platforms and be able to make recommendations from previous experience designing virtual courses. This role demands independent work with minimal oversight, confidence picking up a project to move it forward, and flexibility as OTM continues to learn and explore the virtual course environment.

Required:

- A University degree and preferably a MA in Instructional Design or relevant field
- Experience with virtual learning platforms and designing professional courses
- Lesson and curriculum planning
- Strong verbal and writing skills - especially as it relates to instructional text and scripts
- Visual design skills
- Basic HTML and Flash programming knowledge
- Project management and attention to detail
- Skilled in all Microsoft Office applications
- Ability to learn new technology quickly and demonstrate this within the application process
- Able to take initiative and complete projects amidst ambiguity. Once the “what” is clear, must be able to figure out the “how” with minimal direction.
- You must be able to work effectively both in person and virtually, as well as independently and with a team
- Culturally keen and able to work with small and multi-national companies within the continental U.S. and Europe.
- Capability to update OTM's proprietary solutions app is a plus

Compensation & Benefits;

- Contract position with the opportunity to develop into a salaried position
- Work virtually from home

To Apply:

Interested candidates should send the following to recruiting@on-the-mark.com with Instructional Designer as the subject field (Please, no calls or agencies):

1. Your CV/resume.
2. Cover letter addressing why you are the ideal candidate in response to the success criteria and requirements as stated above (No more than two pages)
3. Three work samples that should include written, illustrative/graphical, analytical and technical elements.