



**Curriculum Development Professional
Instructional Systems Developer - Mid**

Location	Ft Belvoir, VA		
Clearance Level	TS/SCI (Current)		
Education	BA/BS	Division	Intelligence Support
Experience	5 Years	Position Type	Full-time
Misc Requirements	REF: NH215 and NH216	Work Shift	Monday-Friday
		Travel Required	<10%

GENERAL JOB DESCRIPTION

An Instructional Systems Designer at the National Geospatial Intelligence College (NGC) is a Curriculum Management Branch (CMB) team member focusing on the creation and modernization of New or existing NGC courses.

Specific duties may include:

1. Lead/manage a single development effort or segment of an overall development effort using Project Management techniques.
2. Mentor less experienced Instructional Designers.
3. Apply/improve established instructional design processes across an extensive curriculum.
4. Plan, design, administer, analyze and report the results of training needs assessments (TNA).
5. Employ templates and matrices to assist in the rapid modernization / development of NGC courses, including storyboarding for HTML/multimedia presentations.
6. Participate in review/editing procedures for course materials.
7. Review, edit, and write course materials with input/assistance from subject matter experts (SMEs).
8. Assist SMEs with:
9.
 - a. Selection of appropriate instructional interventions.
 - b. Development of instructionally sound course objectives.
 - c. Design and development of realistic scenarios and case studies.

Design and development of valid assessment items/tools and evaluating these materials



**Facilities Engineer Data Manager Academic Services Professional - Senior
Airborne Synthetic Aperture Radar (SAR) Technical Advisor**

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CANDIDATE REQUIREMENTS

Minimum Skills and Qualifications:

- MA/MS/MBA or M.Ed
- Five years professional experience in systematic approaches to curriculum development (ISD or SAT)
- Five years of operational experience working with imagery, geospatial or intelligence analysis tools/ techniques; proven analysis, teamwork, and problem solving skills
- Two years Project Management (PM) experience on small-scale curriculum development projects using PM tools and techniques, including MS-Project
- One year experience with planning, developing, and applying training needs analyses or assessments.
- One year experience teaching in college, senior high school, military institution, or other adult learning program.
- One year experience on a team integrating cross-functional or inter-disciplinary topics.
- Excellent communication skills (both written and oral). Three years of MS Office experience.
- Outstanding organizational and time management skills and a keen sense of attention to detail and deadlines.
- Willingness to innovate.
- Diligent work ethic.
- Knowledge and experience of adult education theories, methods, and strategies.
- Ability to work independently or in a multidisciplinary development, including story-boarding.

Desired Skills and Qualifications:

- Experience with statistical analysis using MS Excel or SAS
- Experience in designing/developing training solutions in multiple formats (classroom, CBT, WBT).
- Able to design and employ templates and matrices to assist in the rapid modernization and development of courses.

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