



Instructional Designer/E-Learning Intern

TLT – Leading Leaders

About this Job

Instructional Designer/E-Learning Intern

The TLT- Tomorrow's Leaders Today internship consists of a unique opportunity to offer real world experience in multiple disciplines that bring to life the knowledge gained in academics. The Internship Program aims to provide Interns with a meaningful experience and an opportunity to explore and expand upon their skills and knowledge. Each Intern will be exposed to the daily tasks related to their instructional, teaching or writing educational track (projects, meetings, and creative brainstorming), as well as necessary corporate organization and administrative tasks (culture, inter-department collaboration, corporate communication methods, etc.). Additionally, Interns will receive the benefit of partaking in the inner workings of a successful and established non-profit organization. We take the Interns future interests into consideration, and provide each intern with an Advisor that will help guide them throughout the duration of their internship.

Job Description

Work Schedule: Flexible, up to 12 hours per week

Key Responsibilities:

As an Instructional Designer/E-Learning Intern, you will work with the Executive Director to identify training needs and create video-based and virtual training using cutting-edge technology and innovative solutions. You will challenge learners' understanding through relevant activities, author measurable learning objectives, and develop materials that promote transfer, retention, and application relative to youth leadership, leadership skills and life-soft skills. You'll work under tight deadlines in a fast-paced, dynamic environment where quality, creativity, and accountability are expected.

Your role will be to participate as a learning designer responsible for:

- 1) helping design role-based learning curriculum for students in grades 8th through Junior College level
- 2) developing the tools, templates, and training materials to help our team create scaled, online, social and interactive learning experiences, and
- 3) bringing your skills to a team of passionate educators and consultants to help build an industry leading learning design function.

You'll be working on:

- + Online Interactive Curriculum and Courses
- + Develop standards and practices for the development and deployment of courses and curriculum for a variety of topics and age groups.
- + Work with teammates to develop scaled, online course and curriculum design training for our program
- + Work with existing course and curriculum designers to implement design standards and provide ongoing support.
- + Tools, Templates and Checklists
- + Conduct needs assessment and review instructional design standards
- + Review materials in current practice and external benchmarks
- + Build prototypes and refine with feedback from team
- + Training materials
- + Select, modify, or create a design and development model appropriate for a given course.
- + Select and use a variety of techniques to define and sequence the instructional content and strategies.
- + Select, modify, or develop instructional materials.
- + Design instruction that reflects an understanding of the diversity of learners and groups of learners.
- + Evaluate and assess instruction and its impact on learners and the organization.

Key Qualifications:

- + Superb written and verbal communication skills and proficiency writing instructional content
- + Ability to create compelling and engaging content for a targeted audience
- + Experience preferred but not required in analyzing, building, and assessing curricula for asynchronous and synchronous virtual training environments

+ Exposure to the following is a plus but not required

1. Web authoring and multimedia tools such as basic HTML, LearnDash, Elementor Pro, and H5P. Experience with JavaScript and CSS
2. Instructional design or E-Learning experience
3. Experience designing online learning program
4. Education, Instructional design or related field

Physical Demands and Work Environment:

- Frequently required to sit, stand, and walk
- Continually required to talk or hear
- Continually required to utilize hand and finger dexterity
- Continually utilize visual awareness to operate equipment, read technical information, and/or use a keyboard

About TLT - Tomorrow's Leaders Today, Inc

TLT: Tomorrow's Leaders Today, Inc. is a 501(c)3 nonprofit organization dedicated to helping develop youth leaders through education, collaboration and mentorships with community & business leaders for the collective benefit of the students and their communities.

Location

REMOTE

Compensation

TYPE

Unpaid

DURATION

Temporary / Seasonal

Company Details

COMPANY SIZE

1 - 10 employees

INDUSTRY

Non-Profit

HEADQUARTERS

Collin and Denton County, Texas

WEBSITE

<https://www.TLTLeaders.org>

SOCIAL MEDIA

<https://www.facebook.com/TLTLeaders.Org>

<https://www.linkedin.com/company/64271191>

Employer Preferences

WORK AUTHORIZATION REQUIREMENTS

US work authorization is required

Contact Information

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