



FLETCHER TECHNICAL COMMUNITY COLLEGE

Director of Online Learning

The Director of Online Learning provides Fletcher with leadership collaborating with academic leaders and faculty in the planning, development, implementation, staffing, quality assurance, and student/faculty services supporting online instruction. The Director focuses on advancing and protecting the Fletcher brand and promoting the academic integrity of the online delivery method. He/she represents the college internally and externally in distance education matters, providing leadership in best practices of online education, and ensuring the college's online course delivery methodology sets a high standard in the academic community.

- Provide vision, leadership, and operational management for the support and ongoing development of technology enabled distance learning initiatives and academic programs.
- Perform duties in a manner consistent with the mission, goals and values of Fletcher to contribute to the success of all academic programs.
- Develop online programs, models and student support systems to establish and expand Fletcher's formal online division.
- Coordinate training sessions and develop web resources to engage faculty on the use of educational technology support and best practices in online learning.
- Ensure technical and practical support for online instruction and student services.
- Provide leadership and oversight for instructional design and quality control of online courses
- Participate in administrative committees and professional organizations to keep current on distance learning policies, online educational trends, and professional development opportunities.
- Supervise the E-Learning Coordinator / OER Coordinator regarding instructional delivery system, integrations, support services and software products that will enhance instruction.
- Compile, manage and maintain all program data associated with online learning programs and initiatives.
- Prioritize the incorporation of OER's
- Ensure that all classes evaluate their faculty and their learning experience.
- Work collaboratively with other departments to coordinate/translate online program issues with on-campus system operations.
- Responsible for all public domain information for Fletcher online delivery of academic and student services, via internet.

- Supervise online education support staff, as applicable.
- Responsible for setting employee goals, assessing employee performance and providing feedback to develop employee skills.
- Perform related responsibilities as supervisor requires.
- Other duties as assigned by the Vice Chancellor for Academic Affairs.

Qualifications

- Bachelor's Degree in Instructional Systems, Instructional Design, Educational Technology, or related field, required, Master's preferred
- Three (3) to five (5) years in instructional design and/or training related experience that includes at least two (2) years of supervisory/managerial experience
- Online teaching experience a must.
- Expertise in various online technologies for course content construction, course delivery, synchronous and asynchronous communication, project management, instructional design, and data-driven decision-making
- Experience troubleshooting computer applications that facilitate teaching and learning
- Demonstrated exceptional interpersonal communication and customer service skills;
- Experience administering a learning management system in higher education. (Canvas, preferred)

Preferred Qualifications

- Five or more (5+) experience working in higher education in leadership role
- Master's degree in Higher Education, Instructional Systems, Instructional Design, Educational Technology, or related field
- Experience teaching online in higher education
- Experience implementing distance-learning initiatives and/or creating a strategic vision to improve learning outcomes for online students
- Demonstrated experience supporting and developing a cooperative team of professionals

This position also has a list of certain certifications that are highly preferred. If you have any of the following certifications, please list them on your resume: Quality Matters credentialed, with APPQMR (Applying the QM Rubric) and PRC (Peer Reviewer) certifications; EDUCAUSE Learning Technology Leadership or similar certifications in instructional or academic technology, Project Management Professional Certification (PMP).

Reports To: Vice Chancellor for Academic Affairs

Fletcher Technical Community College is an Equal Opportunity Employer in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, this Educational Agency upholds the following policy: Fletcher Technical Community College campuses assure equal opportunity for all qualified persons without regard to race, color, national origin, gender, gender identity, age, religion, qualified disability, marital status, veteran's status, political affiliation, sex or sexual orientation in its hiring or employment practices or in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Each campus welcomes handicapped individuals and has made buildings accessible to them.

Title IX Coordinator:

Director of Human Resources (985)448-7929 or (985)448-7930
1407 Highway 311
Schriever, LA 70395

Qualified applicants should submit Resume, [Employment Application](#), and Transcript(s) to:

hr@fletcher.edu

or

**Fletcher Technical Community College
Human Resources
1407 Highway 311
Schriever, LA 70395**

Application Instructions can also be located at www.fletcher.edu under Employment.