| Primary Staffing Coordinator | Breanne Harvey  
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|-------------------------------|-------------------|
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**Posting Text**

**Working/Functional Title**
Accessibility Coordinator

**Position Summary**
This individual will be responsible for implementing universal accessibility compliance (based on WCAG 2.0 AA standards), consulting on instructional design, and crafting training materials to support classroom and online instruction. This position supports on-going professional development to expand your knowledge of analyzing, remediating, and creating new online accessible content.

The Accessibility Coordinator and Learning Design Specialist is a one-year academic specialist appointment with an expectation of a second-year appointment. As an academic specialist, you will work closely with faculty members, graduate students and administrators to provide comprehensive support for teaching and learning programs in the College of Education. You will direct the work of graduate students dedicated to building a culture of accessibility and instructional best practice. You will engage with faculty and graduate instructors to optimize instructional design, educational technology, accessibility, and assessment.

**Required Degree**
Bachelors

**Minimum Requirements**
The demands of this job require that you have a combination of skills for teaching and instructional design, project management, and experience ensuring that digital content is accessible. You should be comfortable working with diverse populations and understand dynamics of instruction at the university level. It is required that you:

* Have graduate work in instructional design, instructional technology, education, higher education, or other graduate program related to the job responsibilities
* Can demonstrate experience collaborating with university faculty on instructional and course web design, accessibility, assessment and/or pedagogy
* Understand universal design and/or accessibility/disability issues, including WCAG 2.0 guidelines, University standards, video, and other accessibility related laws and policies
* Can use or understand assistive technologies (e.g., screen-readers, digital learning platforms)
* Experience creating content in a Learning Management System (LMS) like D2L, BlackBoard, etc.
* Understand web design principles and can navigate common HTML and CSS problems
* Have experience in training or mentorship
* Are an excellent communicator

**Desired Qualifications**

The ideal candidate will have the expertise, dedication, and passion to elevate the university's instructional environment and improve the student experience. We see the following skills and competencies as especially desirable:
* Master’s Degree in instructional design, instructional technology, education, higher education, or other master’s program related to the job responsibilities
* Experience in supervising students and project management
* Are fluent in current and emerging issues in teaching, learning, and assessment
* Experience with computer and assistive technologies; disability practices and procedures
* Experience in the development of learning outcomes and assessment
* Experience creating content in D2L (Desire2Learn)
* Experience with web coding language (i.e., HTML, CSS, and JavaScript)

**Required Application Materials**

Cover Letter & Resume

**Review of Applications Begins On**

04/17/2019

**MSU Statement**

Michigan State University has been advancing the common good with uncommon will for more than 160 years. One of the top research universities in the world, MSU pushes the boundaries of discovery and forges enduring partnerships to solve the most pressing global challenges while providing life-changing opportunities to a diverse and inclusive academic
community through more than 200 programs of study in 17 degree-granting colleges.