SDI Government Solutions (part of Systems Documentation Inc.)

Instructional Systems Designer & Instructor-Led Trainer-La Plata, MD 20646

Security Clearance: Currently has & the ability to maintain a Secret Clearance is a must

Description:
Seeking an exceptional Instructional Systems Designer (ISD) with a very strong Training & Training Operations background to support the needs of the client. Specific experience as it relates to Warfare systems, CREW support or test experience (CREW or IED) to develop, implement, and oversee the EW course and teach CREW operators how to use the improvised explosive jamming technology is ideal.

Key Terms:
*Experience in user training and support management *Web Portal Management *Systems Analysis & Implementation *Learning and Development *Technical Instruction *Process Re-design *Lean/Six Sigma Certified *Program Analysis *Curriculum Design and Development *Project Management Professional (PMP) *Policy/Procedure Development

Responsibilities:
*Develop, implement, and monitor Learning & Development processes, manage multiple enterprise-wide projects, and coordinate with external suppliers and course developers to successfully deliver courses and ensure receipt of critical training

* Learn the program and create a user manual, Quick Start guide, and lesson plans.

*Train the programs of ISD on site and create a full set of documentation; Develop CBT's for the application as well as other training aids; Keep all manuals and materials up to date in this fast-changing environment

*Manage Distance Learning Center, direct curriculum development for various formal training courses, provide instructional systems reviews to manage content and adherence to corporate standards

*Provides excellent customer service skills to support client needs and expectations; Has proven experience in dealing with customers

* Additional travel between the La Plata office and the client site at Indian Head one to two times a week is critical to the success of this role and is a requirement of the position

Education and Qualifications:
*Bachelor's and Masters Degree's are preferred; A Degree in Education or Organizational Design and Leadership are a huge plus

*Experience in training operations and training development as well as program and curriculum management and design, and a broad understanding of the needs of adult learners

*Experience in Electronic Warfare (CREW and Counter IED Defeat device systems), or any electronic warfare knowledge or any testing experience, is ideal
*Knowledge of the ISD model and adult learning, Knowledge of SCORM and LMS for integrated CBT/IETM work and training using S1000D, is ideal

*Must have extensive knowledge of DoD and/or navy specific military training standards and training management

* Understands TRADOC requirements and Learning Management System Requirements

*An extensive project management background will be valued highly as well- ability to work on short notice project deadlines is strongly desired.

* This is a customer facing position and requires an individual with exceptional communication and interpersonal skills, in addition to poise, effective time management, a hands-on approach, and a positive attitude.

Additional key words:
ADDIE model, training curriculum, DoD training, curriculum developer, e-learning specialist, technical writer, instructional designer, distance learning, tradoc, SCORM, SAT, CBT

To Apply:
Please send your resume to jzinger@sdicorp.com, put ISD in the subject line, and include current salary/salary range requirements in your email for consideration.

POC:
Jaime Zinger
Corporate Recruiter
SDI
www.sdicorp.com