About CATIE
CATIE is Canada’s source for up-to-date, unbiased information about HIV and hepatitis C. We connect people living with HIV or hepatitis C, at-risk communities, healthcare providers and community organizations with the knowledge, resources and expertise to reduce transmission and improve quality of life.

General Summary
CATIE is Canada’s bilingual resource for HIV and Hepatitis C information. Part of CATIE’s mandate is the delivery of HIV and Hepatitis C educational programs across Canada to front-line workers and allied health care providers.

CATIE is currently redesigning its approach to learning by developing and implementing a Blended Learning Strategy that spans across the organization. This strategy designs and delivers learning solutions (eLearning, VLT, social learning, ILT) that fit the needs of our learners. To support this mandate, CATIE is hiring a Specialist, Blended Learning.

An experienced learning professional in curriculum design, delivery and implementation of blended learning, the Specialist, Blended Learning, will lead the blended learning strategy at CATIE. The selected individual will demonstrate a high degree of knowledge and experience of blended learning technologies and instructional design. The Specialist, Blended Learning will also possess a high level of interpersonal and collaborative skills and be able to develop, implement and evaluate the blended learning program (eLearning, webinars, social, ILT) within an interdepartmental framework.

Key Responsibilities
1. Leads and coordinates the instructional design, development, delivery, evaluation and project management of blended learning at CATIE;
2. Coordinates and supports the CATIE webinar series, including providing technical and design support to facilitators and liaison with Communications & Social Marketing around promotion;
3. Provides leadership in current blended learning technologies and instructional design;
4. Recommends professional development opportunities for the CATIE team (conferences, reading, research, webinars);

5. Works interdepartmentally to assess and recommend which programs would benefit from being redesigned for eLearning or other digital delivery (mobile, social, virtual).

**Knowledge and Skills Required**

1. Formal education in adult learning and instructional design. A digital learning/delivery focus is preferred;

2. 2-3 years of experience designing and managing blended learning programming and projects for diverse audiences. The candidate will have a strong knowledge and understanding of blended learning delivery including social, mobile and informal learning;

3. 2-3 years of experience designing eLearning from the analysis phase through to design (storyboarding), development, testing, delivery (LMS) and evaluation. Note: Direct experience developing eLearning using rapid development tools is required (Storyline preferred);

4. 1-2 years of experience working in a learning environment where you have supported learning delivery and/or administration of content on a LMS;

5. Experience with managing vendors an asset;

6. Experience designing and/or delivering learning related to health promotion is a strong asset;

7. Keeps current and active in learning and learning technology areas;

8. Strong planning, organizational skills and attention to detail;

9. Highly effective communication and interpersonal skills with the ability to work with diverse audiences;

10. Ability to meet deadlines and effectively manage own workloads and assist others;

11. Bilingualism (French / English) is an important asset;

12. Knowledge of CATIE’s mandate, program direction and service philosophy to support development and implementation of program management.

CATIE is committed to employment equity and encourages applications from: people living with HIV and/or hepatitis C; visible minorities and people with culturally diverse backgrounds; people of all gender identities and sexual orientations; and people with disabilities.

Interested applicants should visit our web site at www.catie.ca.

E-mail responses preferred. No phone calls, please.

We thank you for your interest, however, only those applicants to be interviewed will be contacted.

**Deadline for applications:** May 15, 2014

**Submit applications to:** jobs@catie.ca

**NOTE:** To reduce the number of “spam” responses to this posting, respondents must include the following text in the Subject line of your e-mail: CATIE Job Specialist