## Job Description for Temporary, Casual or Interim Positions

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Course Developer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interim Job Code</td>
<td>INT097</td>
</tr>
<tr>
<td>Pay Grid</td>
<td>Temporary</td>
</tr>
<tr>
<td>Student Work Code</td>
<td>WPS097</td>
</tr>
<tr>
<td>Pay Grade</td>
<td>Level 4</td>
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</tbody>
</table>

### Job Summary
Responsible for applying learning pedagogy and industry expertise to the development of an University course.

### Accountabilities
1. Develop module topics through consultation with Faculty Leads.
2. Develop supplementary topics through consultation with Subject Matter Experts (industry, government, etc.).
3. Complete research on identified topics to develop content for course modules.
4. Develop and administer surveys to determine course content, delivery methods, etc.
5. Assist with development of a student evaluation plan.
6. Develop the courses Project module in conjunction with faculty members.

### Qualifications
**Education:** Completed post-secondary degree in a related field.

**Experience:** Curriculum development experience, considered an asset.

### Working Conditions
- Typical office environment.
- Work is performed independently.

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Date Revised: March 26, 2018