The NetMath Program in the Department of Mathematics at the University of Illinois at Urbana-Champaign invites applicants for the position of Assistant or Associate Director of Instructional Technology who will provide strategic insight and primary support for growth and improvement of the instructional technology infrastructure in the NetMath Program. The position supports IT needs as well and the development and maintenance of learning environments for current online math courses and those under development. Specific duties and responsibilities include:

- **Primary responsibility for IT instructional operations of the NetMath program, including design and feature specification updates to the NetMath Portal and working with current eLearning team on completing implementation of the Portal and Nexus student database; development of a trackable communication system for NetMath staff, mentors and students; maintenance and continued development of the NetMath test generator and continuing implementation of electronic delivery of exams to proctors.**
- **Collaborate with the NetMath IT/Instructional Technology team and the Associate Director of Instruction to develop and implement a strategy to improve the technology infrastructure of the NetMath program, with a goal toward creating a robust system that can support the program’s growth.**
- **Lead the design and development of a specialized Learning Management System, with integrated computer algebra system and embedded resource management, for current and future NetMath course offerings.**
- **Manage and supervise (hiring, performance evaluations, time off requests, etc.) the NetMath IT team, setting direction for maintaining and developing NetMath’s IT infrastructure, exploring new technologies and work with IT team on tailoring suitable solutions to fit the program’s needs.**
- **Assist students with requisite instructional technology used in NetMath courses by diagnosing problems students encounter in NetMath courses and implementing necessary technical and policy changes.**
- **Provide media technology support to the NetMath team, including coordinating production of video resources for NetMath mentors and students and incorporating videos into current and future course offerings.**
- **Research current practices and emergent technologies to enhance the learning experience for NetMath students and streamline the workflow for administration and instruction.**

**Minimum Qualifications:**

- Master’s degree in Mathematics, Math Education, Computer Science or other STEM field.
- Five years (Seven years for Associate Director title) of professional experience in IT operations which must include: (years of experience may run concurrently).
  - Two years of experience with course management software systems and content delivery systems.
  - Two years of experience working professionally with colleagues and productively in a team environment.
  - Three years (Five years for Associate Director title) of experience with Mathematica software.
Three years of experience with the Making Math or similar learning environment.

• Exceptional organization, problem-solving and communication skills

Preferred Qualifications:
• PhD in a STEM field.
• Experience with developing and maintaining online course management systems with full integration of computer algebra systems, specifically Mathematica.
• Experience in teaching college-level mathematics.
• Experience with online and distance instruction.
• Experience teaching college-level mathematics online.

The Assistant or Associate Director of Instructional Technology position is a full-time, benefits-eligible academic professional position appointed on a 12-month service basis. Eligibility for the benefits are contingent on your citizenship or work authorization. For full details on eligibility requirements, please reference http://www.ahr.illinois.edu/employees/current/other.html#Benefits. The expected start date is as soon as possible after the closing date. Applicants may be interviewed before the closing date; however, no hiring decision will be made until after that date. Salary is commensurate with experience and qualifications.

To apply for this position, please create your candidate profile at http://jobs.illinois.edu and upload your cover letter, resume, and names/contact information for three professional references by January 18, 2018. Full consideration will be given to complete applications received by the closing date. For further information regarding application procedures, contact Caitie Bruning, cbreeze@illinois.edu.

The University of Illinois conducts criminal background checks on all job candidates upon acceptance of a contingent offer.

The University of Illinois is an Equal Opportunity, Affirmative Action employer. Minorities, women, veterans and individuals with disabilities are encouraged to apply. For more information, visit http://go.illinois.edu/EO. To learn more about the University’s commitment to diversity, please visit http://www.inclusiveillinois.illinois.edu