



Example of Curriculum Developer Job Description

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Our company is growing rapidly and is hiring for a curriculum developer. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for curriculum developer

- Create intake processes for new site development, including templates, questionnaires and methods to engage with EE team
- Driving change management using these tools, while monitoring participation along with being the point of contact for any technical questions
- Responsible for developing training and processes
- Develop intake process for new sites, including pre-work and engagement format
- Develop o365 Curriculum deployment plan (Delve, Yammer, OneDrive, ..)
- Build SP 2016 Training, Documentation & Training Videos, Webinars
- Design simulations, job aids, assessment questions, to support courseware
- Analyze, develop and improve continuous training and workforce development methods, techniques, tools and metrics
- Work with department heads, SMEs, and program developers to create engaging training solutions
- Conduct ongoing needs analysis to identify staff performance gaps

Qualifications for curriculum developer

- Provide school house support for the MAGTF CI/HUMINT curriculum to include teaching, role playing, provision of training exercises, grading papers, after-action reports, and acting as faculty advisors
- Advise on individual students and student teams on CI/HUMINT operational tactics, techniques, and procedures

- Subject matter expert on USMC CI/HUMINT training
- Extensive technical background, including knowledge of Java, business rules, and developer strategies