

Technical Support Specialist Full-Time Brazosport College

Direct Link: <https://www.AcademicKeys.com/r?job=249804>

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Posted Dec. 2, 2024, set to expire Mar. 25, 2025

Job Title	Technical Support Specialist Full-Time
Department	Administrative/Staff
Institution	Brazosport College Lake Jackson, Texas
Date Posted	Dec. 2, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Information Technology Educational Services
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Job Description	

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Technical Support Specialist Full-Time

Posting Number: 70917

Position Type: Administrative/Staff

FTE: Full-time

Department: Instructional Excellence

Job Summary/Basic Function:

Technical Support Specialist Full-Time Brazosport College

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This position reports to the Director of the Center for Instructional Excellence and has the following duties and responsibilities:

- Assists in: technical training, reviewing curriculum and online course materials;
- Assists in development of web-based materials, development of plans for the institutionalization of new practices and improvements as part of regular college programs;
- Assists in delivering assistance and academic services training on web-based support and online communication tools;
- Performs other duties of a similar nature or level as assigned.

Minimum Qualifications:

The minimum qualifications for this position are:

- Minimum of an associate's degree with a focus on educational technology and/or faculty/student instructional services from a regionally accredited college;
- Minimum of three (3) years of related work experience;
- Expertise in providing technical training and assistance to faculty and staff in various aspects of distance learning;
- Experience with web-site development;
- Knowledge of Learning Management System software such as Desire2Learn;
- Knowledge of online instructional best practices and active learning strategies;
- Ability to work cooperatively with faculty and staff;
- Excellent oral and written communication skills, interpersonal, and organizational skills;
- Ability to work in a team;
- Other qualities, experiences, and skills that enhance one's value to the institution;
- Exceptional employment experiences or educational qualifications may be given special consideration.

Desirable Qualifications:

A Bachelor's degree with a focus on educational technology and/or faculty/student instructional services from a regionally accredited college.

Physical Demands:

Able to traverse campus, handling, lifting, fine dexterity, vision, hearing, talking, foot control.

Posting Date: 11/25/2024

Closing Date:



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Open Until Filled: Yes

First Pool Date: 12/05/2024

Special Instructions to Applicants:

To apply, visit <https://employment.brazosport.edu/postings/4540>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Administrative/Staff
Brazosport College

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