

Sotheby's INSTITUTE OF ART

Senior Instructional Designer

About Sotheby's Institute of Art

Founded in 1969 by Sotheby's auction house, the Sotheby's Institute of Art (SIA) is the first and foremost graduate school for the study of art and its markets. Located in one of the most vibrant art cities of the world, Sotheby's Institute of Art-New York (SIA-NY) has been an accredited member of the National Association of Schools of Art and Design (NASAD) since 1989 and holds degree-granting authority from the Regents of the State of New York. With campuses in New York, London, and Los Angeles, the Institute continues to offer innovative and progressive academic and professional training to prepare students for exciting careers in the art market. Today, the Institute's more than 6,000 alumni hold leadership positions worldwide in auction houses, galleries, art fairs, museums, and art organizations.

Job Summary

The Senior Instructional Designer is a full-time position located in New York City and reports to the VP of Product Development. As part of the Product Development team, you will support the multiple online courses that are being offered at Sotheby's Institute of Art. As an instructional designer, you are a mastermind behind methodical design and development of online course curriculum while providing clear direction to the faculty you are working with. You understand how to apply instructional design to develop effective multimedia learning experiences, particularly in live action and voiceover video. Your technical skills allow you to work in multiple types of design software, as well as various learning systems and applications. Quality assurance is a part of everything. You should love what you do and do it well.

Essential Duties and Responsibilities

As Senior Instructional Designer, you are responsible for creating user-centered learning experiences when designing online courses for audiences ranging from high school to graduate credit-bearing programs for a global audience. You are also responsible for the instructional design, development, testing and iteration of all multimedia and video-based learning content used in our courses. Other responsibilities includes:

- Support the faculty throughout the design and teaching process and use effective analysis, project management, course development and evaluation skills in order to enhance the strengths of individual faculty members.
- Build, update and revise all online courses within the LMS, ensuring the continued quality of all course materials and course taking experience.
- Incorporate appropriate learning technologies and assessment techniques into course design and course materials, resulting in clear and measurable learning outcomes.
- Liaise with different internal teams (online, product development, production) and subject matter experts to support the online program.

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Specific duties and responsibilities include the above but you will also be expected to perform all the duties necessary that are customarily performed by a person holding this position. Other duties may be assigned.

Knowledge and Abilities

To perform this job successfully, you must be able to perform each essential duty satisfactorily. The requirements listed here are representative of the knowledge, skill and ability required. Under the ADA, reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Be fluent in curriculum development, outcomes alignment and assessment creation for online courses
- Have excellent project management skills for developing online course materials and working with faculty
- Have proven experience in applying Instructional Design Models in multimedia learning for university-level courses
- Demonstrated knowledge of designing live action and voiceover videos for learning
- Have extensive experience developing in Canvas LMS and know how to best support faculty throughout the teaching process
- Demonstrated knowledge of adult learning principles
- Able to work independently with a clear vision of what needs to get done
- Have a strong pulse of e-learning trends for online learning, learning technologies and video-based learning
- Able to articulate learning design in the form of storyboards, slide decks and audio recordings
- Maintain high regard for regulations associated with ADA compliance, accessibility, copyright and student privacy
- Responds quickly and appropriately to correspondence across different teams
- Overall willingness to take on any challenge and find the best solutions
- Deeply value quality, performance and elegance for all instructional design assignments
- Have a background in art history or be very knowledgeable in art and the art world
- Excellent verbal, written and digital communication skills in English
- Ability to be present in the office
- Ability to pass a background check

Education, Work Experience and/or Licensure

- Minimum 3 years professional experience as instructional designer, learning designer or course developer, preferably in higher education
- Experience in video-based learning and development required
- Experience developing and supporting courseware in Canvas LMS required
- Bachelor's degree required, advanced degree preferred in instructional design, educational technology or related discipline required.
- Must have ePortfolio or examples of work
- Connected to media or edtech community
- Teaching experience preferred.

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Sotheby's Institute of Art offers a competitive salary that is based on education and experience.

To Apply:

- Email your **resume** and a **cover letter** to: opportunities@sothebysinstitute.com
- In the subject line of your email enter: "Senior Instructional Designer"
- Only qualified candidates should apply
- **No Recruiters**

Applications will be accepted and considered until the position is filled.

SOTHEBY'S INSTITUTE OF ART IS AN EQUAL OPPORTUNITY EMPLOYER