



MANITOBA INSTITUTE OF
TRADES & TECHNOLOGY

The Manitoba Institute of Trades and Technology (MITT) offers post-secondary certificates and diplomas alongside comprehensive, integrated secondary programming, all directly linked to current labour market needs. MITT gives students a competitive edge by providing the latest technology and training for careers in the areas of Health Care and Human Services, Information and Business Technology, and Skilled Trades.

COURSE DEVELOPMENT CONSULTANT

Technical Writing Skills Course (Software Developer program)

This course focuses on the development of technical writing skills for IT professionals. In addition, students develop the language skills needed for effective communication, written and oral, with colleagues and clients. Students learn to create documents and use online tools that are required for success in the Software Developer program and in the workplace.

The Course Development Consultant is responsible, in collaboration with a software development subject matter expert, for the development of course materials in the Technical Writing Skills course, which support learning outcomes, align with current industry expectations and requirements, and follow instructional best-practices.

Responsibilities include but are not limited to:

- Work collaboratively with a subject matter expert to ensure course content is reflective of contemporary practices in the industry.
- Attend development meetings as required.
- Communicate effectively with development team to ensure time lines are met.
- Verify and further develop (where necessary) the proposed course learning outcomes.
- Validate and/or identify texts and other reading and reference materials.
- Complete deliverables including course outline, lesson plans, presentation materials, and assessment materials.

Required and Preferred Qualifications/Experience:

- Degree or diploma in related field
- Relevant industry certifications for the course(s) being developed
- 5 or more years work/industry experience
- Experience with post-secondary instruction an asset
- Strong communication, time-management, writing skills and computer skills

Consultant Fee: \$2000 (approximately 40 hours)

Application deadline: Open until filled

Submit a cover letter and a detailed resume to Human Resources at HR@mitt.ca.

Quote "016-043" in the email subject line.

We are growing, come grow with us.

MITT offers a challenging, team-oriented work environment, competitive income and benefits, and opportunities for professional and personal growth and development.

MITT is committed to an employment equity practice that achieves a workforce reflective of the community at large. This position requires the successful completion of a Criminal Record check including vulnerable sector.

We thank all applicants for their interest. Please note that only those applicants selected for an interview will be contacted.