

# BELHAVEN UNIVERSITY

## STAFF POSITION in Instructional Technology

Belhaven University, a Christian university committed to the ministry of integrating Biblical truth and learning, is searching for the ideal candidate for Classroom Instructional Technologist who has a heart for Christ Jesus and students at the Jackson, Mississippi campus. Belhaven University seeks a Classroom Instructional Technologist to support faculty and student care personnel in the use of new and existing technologies that support student learning and retention through best practices. The position will report directly to the Associate Vice President of Information Technology and Systems Administration.

### Responsibilities

Responsibilities include working with faculty, student care personnel, and the Provost office to enhance classroom teaching and learning activities, implementation and administration of the retention software system, staying abreast of current and emerging course presentation methods and technologies, recommending enhancements to course material, providing technology support and training to faculty, classroom technology assistance as needed, and other duties as assigned by the Associate Vice President of Information Technology and Systems Administration.

### Qualifications

Candidate should possess at least a Bachelor's degree and three years of experience working in educational technology or a closely related field. The successful candidate must have knowledge of current instructional technology, including experience with student success systems, combined with the ability to relate to, support, consult with, and train faculty and staff. The successful candidate will also have experience with the Canvas LMS. College level working experience is highly desirable but not required.

Applicants must be able to fully support the [University vision, mission and statement of faith](#) and contribute to the spiritual and academic fellowship of the University.

### Compensation

Compensation and rank are commensurate with qualifications and experience. The University supplements major medical insurance. A 403b retirement plan is available for eligible employees to contribute pre-tax dollars.

### Application Guidelines

The following items are required to be considered for the position: A cover letter, resume, list of 3 references, and a brief account (no more than 750 words) of your spiritual pilgrimage including the time and circumstances surrounding your becoming a believer in Christ and your current relationship with Christ. [Please click on this link to review Belhaven University's Commitment Statement including our employee expectations](#). Should you receive a job offer you will be asked to sign accepting this commitment. Resumes will be accepted until the position is filled. Additional information about Belhaven University may be found at [www.belhaven.edu](http://www.belhaven.edu).

Submit to: Stephanie Steelman, Associate Vice President of Information Technology and Systems Administration at [ssteelman@belhaven.edu](mailto:ssteelman@belhaven.edu)