



JOB DESCRIPTION: INSTRUCTIONAL DESIGNER

EndRun LLC is a technology consultancy dedicated to direct collaboration with DoD mission partners to develop technology solutions to solve real National Security challenges. Our programming includes critical technology & venture creation, lab-to-market commercialization, and direct funding and contracting support to develop prototypes, training and support for entrepreneurs and the tech workforce needed to ensure these startups and our mission partners succeed.

We are seeking a highly skilled and detail-oriented Instructional Designer with training management experience to join our technology team. The Instructional Designer will be responsible for creating curriculum, developing instructional materials, and conducting training sessions to ensure effective knowledge transfer and skill development to our partners across the Department of Defense, Academia, and the start-up community. The ideal candidate will possess experience designing and delivering interactive learning experiences for adult learners, and prior experience as a workshop facilitator or training manager.

Specific responsibilities include:

- Conduct thorough needs assessments to identify training requirements and learning objectives.
- Collaborate with key stakeholders to create engaging and interactive learning experiences using instructional design methodologies and best practices.
- Design and develop comprehensive curriculum and instructional materials, including course content, manuals, multimedia elements, and assessments.
- Develop detailed instructional design documents, including course outlines, storyboards, and lesson plans.
- Develop and deliver high-quality training sessions, workshops, and seminars.
- Gather and analyze feedback from participants to assess the effectiveness of training programs and make necessary improvements.
- Manage multiple projects simultaneously, ensuring timely delivery and adherence to project deadlines.
- Ensure that all materials and training programs meet quality standards and compliance requirements.
- Prepare and present reports on training program effectiveness, participant progress, and project status to senior management and stakeholders.

In addition to possessing experience with each area of responsibility listed above, the Instructional Designer will have the following skills:

- Strong communication skills, both written and verbal
- Excellent analytical and problem-solving skills
- Strong decision-making skills
- Ability to prioritize multiple projects at one time
- Comfortable with a minimal amount of direction and high expectations
- Strong understanding of instructional design theories, methodologies, and best practices
- Excellent presentation and facilitation skills, with experience delivering training to diverse audiences
- Proficiency in instructional design tools and software (e.g., Articulate Storyline, Adobe Captivate)

Successful candidates applying for this position will also have the following:

- A bachelor's degree in Instructional Design, Education, or a related field.
- A minimum of 10 years prior experience in a similar position.