

# INSTRUCTIONAL DESIGNER/DEVELOPER

*You're an Instructional Designer/Developer, seeking work in an organization that will empower you to put your skills to use in an area of the business that truly impacts the bottom line.*

The successful candidate will develop custom experiential programs for Eagle's Flight and its clients/customers as well as facilitate.

It is expected that the candidate is knowledgeable in all aspects of a given project and acts as a resource to other members of the team. This role works closely with Sales, Art, Project Management, and Production to achieve world class results.

The candidate for this position must have excellent organizational abilities and be able to work on their own with minimum supervision. The ability to operate effectively and take an idea from beginning through to completion is essential in order to be successful in this role.

The successful individual will be a strong team player, who is able to work well with others at all levels in the organization. Therefore, strong interpersonal and communication skills are critical.

*Sound like you? If so, find more details on the following page.*



## In This Role You Will:

### Instructional Design:

- Ensure the program communicates and reflects the Eagle's Flight experiential learning philosophy and creative approach.
- Research program content, case studies, etc.
- Work on customer accounts to create programs and reinforcement tools.
- Maintain constant communication with all Project Team Members
- Meet all project timelines for the duration of each project.
- Manage internal and external clients for approvals throughout the development and production process.

### Lead Facilitation:

- Be accountable for world-class delivery of Eagle's Flight programs
- Create a safe environment while encouraging and challenging participants
- Partner with both Eagle's Flight and clients to deliver the promised outcome
- Develop proficiency in delivering programs, and commit to continually honing your skills
- Contact customers, complete expenses, and maintain communication with sales coordinators
- Provide excellent customer service and support client needs
- Ensure that Eagle's Flight continues to provide creative training excellence to the marketplace

## You Must Have:

- University degree in OD or the equivalent (M.Ed., Psychology, Adult Education)
- 5+ years of experience writing and designing training programs in the business sector
- Excellent business acumen and communication skills
- Proven track record of delivering results in a fast paced, complex environment
- Ability to facilitate focus groups, needs assessments and pilot programs
- Working knowledge/experience with Microsoft applications
- Flexibility for travel when needed
- Experience in Experiential Learning preferred
- Project coordination skills and experience considered an asset

# About the Team You'll Be Joining

*Exceptional Service · Absolute Quality · Genuine Friendliness  
· Leadership Excellence · Ethical Profit*

Our team is renowned for the ownership they take in the quality of their work and delivering incredible outcomes together. As a result, we are a close knit team that is energetic, and collectively owns creating a positive environment. We do this through our strong commitment to our values.

Eagle's Flight employees who demonstrate high performance and commitment have the opportunity for career development and advancement within our team.



## If this sounds like you, we'd love to hear from you!

To apply, please send the following **three things**:

1. Cover letter
2. Résumé
3. 1-2 minute video telling us about yourself AND why you want to join the Eagle's Flight team.

Applications can be sent to [comesoarwithus@eaglesflight.com](mailto:comesoarwithus@eaglesflight.com). Please include **Instructional Designer/Developer** in your subject line.

We thank all applicants for their interest; however, only those selected for further consideration will be contacted. If you are a person with a disability and require accommodation to successfully apply, please email us to make your accommodation request.