



# MN Child Welfare Training Academy™

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## Curriculum Developer, 100% position Two Open Positions

### POSITION OVERVIEW:

The Curriculum Developer (Education Program Specialist 1, 9745S1) is a 100% FTE University employee positioned in the Center for Advanced Studies in Child Welfare (CASCW) at the School of Social Work. CASCW has joined the Minnesota Department of Human Services (DHS) in a joint project to co-create and operate the Minnesota Child Welfare Training Academy (MWCWTA). The Curriculum Developer serves as a critical member of the integrated teams of DHS and the University. This position is responsible for executing the strategic direction of development, implementation and maintenance of evolving curriculum and measures of competency for the Training Academy. The Curriculum Developer will liaise with subject matter experts and other Academy staff on curriculum revision, design and development. This position will support in the establishment and ongoing operations of the new Minnesota Child Welfare Training Academy.

This position will report to the Curriculum Supervisor and will be located off campus at the Minnesota Child Welfare Training Academy, which is two miles north of the St. Paul Campus.

### REQUIRED QUALIFICATIONS:

- BA/BS degree with at least three years of related experience with curriculum instruction and design, organizational leadership and policy, education, or related field
- Demonstrated relational skills, involving collaboration, teamwork, and consultation
- Consistent communication skills, both written and verbal
- Established commitment to diversity and cross-cultural communication
- Technical writing skills
- Demonstrated experience with developing curriculum and instructional design for adult learners

### PREFERRED QUALIFICATIONS:

- Six years of relevant post degree experience in curriculum instruction and design, organizational leadership and policy, education, or related field
- Demonstrated experience in designing curriculum for a diverse audience of learners with an equity lens
- Child welfare expertise
- Understanding of state/tribal social services





## **JOB RESPONSIBILITIES:**

### **1) Background and Development (70%)**

- a. Work with trainers, policy staff, and e-learning designers to create Child Welfare training curriculum that will incorporate newly adopted and updated policy.
- b. Develop learning materials and instructional sessions based on sound instructional design principles for adult learners that foster students and learning.
- c. Incorporate the use of innovative learning and development strategies including simulation, online modules, virtual reality, coaching, flipped classrooms, problem-based learning pedagogies, etc.
- d. Utilize research and statewide practice competencies and framework (including best practices and evidence informed practice) to design/redesign of the learning experience for multiple course delivery formats.
- e. Ensure that all curriculum is competency based and that evaluation of competency attainment is articulated for each curriculum in collaboration with evaluation staff.
- f. Build and maintain significant knowledge of curricula offered by the MNCWTA.
- g. Responsivity in curriculum to communities overrepresented in child welfare across Minnesota in particular African American and American Indian communities.
- h. Maintain skill in changing innovative educational technologies and delivery methodologies aligned with best practices.
- i. Maintain standard procedures for the development of all training curriculum
- j. Build and maintain significant knowledge of curricula offered by the MNCWTA
- k. Develop and maintain proficiency in current child welfare practice, policy, research, and application.

### **2) Collaboration and Partnership (20%)**

- a. Work in collaboration with the full MNCWTA team, including partners within Child Safety and Permanency Division at the Department of Human Services
  - b. Work with e-learning designers to platform curriculum for virtual delivery, when appropriate.
  - c. Collaborate with staff and community trainers delivering content to receive and incorporate training feedback in delivery of curriculum, etc.
  - d. Work in collaboration with e-learning instructional designers, educational technology specialists and Learning Management System (LMS) staff to ensure curriculum is delivered in ways that best utilize technology and web-based applications.
  - e. Collaborate effectively with subject matter experts in course design and development
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### **3) Measurement and Evaluation (5%)**

- a. Work with the evaluation and credentialing team to inform measures of competency related to the developed curriculum.
- b. Incorporate evaluation tools into curriculum, as appropriate, and as prepared by the evaluation and credentialing team.

### **4) Other Duties as Assigned (5%)**

- a. Participate in bi-weekly supervision.
- b. Participate in other meetings and/or activities as assigned.

#### **ABOUT THE DEPARTMENT:**

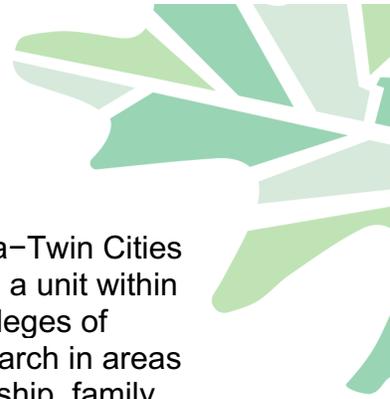
The MNCWTA is a partnership between the University's CASCW (see below) and the MN Dept. of Human Services. The newly formed MNCWTA is responsible for the training and professional development of Minnesota's county and tribal child welfare frontline staff and supervisors. This dynamic team is in the process of redeveloping its curriculum, training modalities, evaluation processes etc. The MNCWTA occupies a newly renovated building off campus, in Roseville, MN. Just minutes from the St. Paul campus.

#### **Center for Advanced Studies in Child Welfare**

The Center for Advanced Studies in Child Welfare (CASCW) was established in 1992 with federal Title IV-E funding and a grant from the Bush Foundation. The Center brings the University of Minnesota together with county, tribal, state and community social services in a partnership dedicated to improving the lives of children and families involved with public child welfare. Substantial funding for the Center continues to come from federal Title IV-E funds and support from the University of Minnesota, the College of Education and Human Development and the School of Social Work. CASCW fulfills its mission by focusing its efforts around three primary areas: Professional Education, Outreach, and Research & Evaluation.

**Mission:** To improve the well-being of children and families who are involved in the child welfare system by: educating human service professionals, fostering collaboration across systems and disciplines, informing policy makers and the public, and expanding the child welfare knowledge base.

**Guiding Values:** All children deserve competent and effective child welfare services to promote safety, well-being and permanency, Effective child welfare workers require continual professional development that is financially, geographically and culturally accessible, Effective child welfare training, education, policy and evaluation is multidisciplinary, multicultural and collaborative in nature, Child welfare evaluation informs policy and practice resulting in better outcomes for children and families, Policy makers and the public make effective decisions when provided with current, relevant, and accurate child welfare information.



## **School of Social Work**

Founded in 1917, the School of Social Work at the University of Minnesota–Twin Cities is the oldest social work program in a public land-grant university. SSW is a unit within the College of Education and Human Development, one of the leading colleges of education and human development in the country with programs and research in areas such as educational psychology, child development, organizational leadership, family social science, and disabilities. The School offers a number of educational programs at the graduate and undergraduate levels. Graduate degree programs include a PhD in social work, a Master of Social Work, and a Master of Education in Youth Development Leadership. At the undergraduate level, the School offers a Bachelor of Science in Youth Studies, and minors in Family Violence Prevention, Youth Studies, and Social Justice. For more information please visit: <http://www.socialwork.umn.edu>

## **College of Education and Human Development**

The College of Education and Human Development (CEHD) is a world leader in discovering, creating, sharing, and applying principles and practices of multiculturalism and multidisciplinary scholarship to advance teaching and learning and to enhance the psychological, physical, and social development of children, youth, and adults across the lifespan in families, organizations, and communities. CEHD is the third largest college at the University of Minnesota, houses seven departments with ten undergraduate majors, over 30 graduate degree programs, and 25 centers and institutes. We are committed to diversity in our students, faculty and staff; 38.4% of our new first year students are students of color and more than 265 of our international students represent over 51 different countries. For further information: <http://www.cehd.umn.edu/about/default.html>.

CEHD and the University of Minnesota provides equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression.

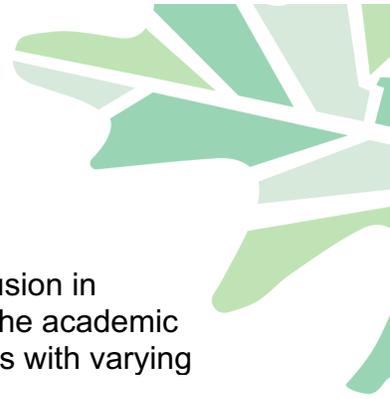
## **HOW TO APPLY:**

Applications must be submitted online.

To access the job posting, visit <https://humanresources.umn.edu/content/find-job> and follow the 'Apply Now!' instructions. Once you are logged into the employment site, please enter the job ID, 337530, in the keywords box under Basic Search.

You will be given the opportunity to complete the online application for the position and attach a cover letter and resume.

*\*To request an accommodation during the application process, please e-mail [employ@umn.edu](mailto:employ@umn.edu) or call (612) 624-UOHR (8647).*

**DIVERSITY:**

The University recognizes and values the importance of diversity and inclusion in enriching the employment experience of its employees and in supporting the academic mission. The University is committed to attracting and retaining employees with varying identities and backgrounds.

The University of Minnesota provides equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression. To learn more about diversity at the U: <http://diversity.umn.edu>.

**BACKGROUND CHECK INFORMATION:**

Any offer of employment is contingent upon the successful completion of a background check. Our presumption is that prospective employees are eligible to work here. Criminal convictions do not automatically disqualify finalists from employment.

**ABOUT THE U OF M:**

The University of Minnesota, Twin Cities (UMTC), is among the largest public research universities in the country, offering undergraduate, graduate, and professional students a multitude of opportunities for study and research. Located at the heart of one of the nation's most vibrant, diverse metropolitan communities, students on the campuses in Minneapolis and St. Paul benefit from extensive partnerships with world-renowned health centers, international corporations, government agencies, and arts, nonprofit, and public service organizations.