



Job Description – Educational Technology Fellowship

Department: Library

Reports to: Director of Library

Position Summary

The NYU Shanghai Educational Technology Fellowship (ETF) is a 10-month professional development opportunity for recent graduates at NYU Shanghai.

The ETF is intended for high-achieving graduates from a variety of disciplines with an interest in the intersection of teaching, learning and technology.

The ETF offers an opportunity to design, implement and evaluate innovative educational technology projects under close mentorship by experienced staff and faculty.

The fellowship may be renewed for up to an additional 12 months, at the discretion of NYU Shanghai.

Responsibilities

Who is the ideal Educational Technology Fellow?

- ETFs have demonstrated advanced proficiency in one or more relevant technologies, plus an enthusiasm for helping faculty and students use technology effectively, and the ability to learn and apply new technologies quickly.
- ETFs are able to discuss complex technology concepts both with technology experts and novices.
- ETFs have a dedication to working with faculty and students, and possess superior cross-cultural communication and collaboration skills.
- ETFs are self-starting and self-motivated.

What do Educational Technology Fellows do?

- ETFs apply their technology and communication skills to design, implement, evaluate, document and support technology-enhanced education projects.
- ETFs work on those projects in partnership with faculty, instructional designers, technology specialists, administrative staff, and students.
- Specific functional areas include, but are not limited to, instructional design, digital media, course content creation, video and audio production, interactive animation, mapping and GIS,

video and audio conferencing, script writing, online teaching, student engagement, and web development.

- Implement faculty course designs using specified platforms and tools.
- Support course activity and student engagement over the course of the project arc from concept through delivery.
- Assist faculty in translating an existing classroom course for online delivery, or develop a new course in an online format.
- Assist in new online course development, or in the use of a new classroom technology.
- Develop technology enhancements (such as video modules or student engagement opportunities) for an existing course.

Qualification

Fellows must be eligible for an appropriate visa and employment in accordance with Chinese law. However, eligibility is NOT required before submitting an application for a fellowship.

Required Education:

Undergraduate or graduate degree in Instructional or Educational Technology, Digital Media or a related field.

Required Knowledge, Skills, and Abilities:

- An exceptional and robust technical skill set, with focus on digital instructional video production. As well as production and post production, animation, 3D graphics, graphic design, HTML/CSS, instructional design, coding. Interactive web or media development, and support of LMS platforms.
- A creative, patient and flexible approach to problem-solving and collaborative work with faculty, students and administrators.
- An ability to provide effective information technology support and training to individuals with novice technology knowledge and/or technology anxiety.

What is NYU Shanghai?

NYU Shanghai is the third degree-granting campus within the global NYU network, joining campuses in Abu Dhabi and New York City.

NYU Shanghai is a joint Sino-US university formed through a partnership between East China Normal University and NYU. NYU Shanghai is also the first Sino-US joint university approved by the Ministry of Education of the People's Republic of China with independent legal person status.

With its 2013 inaugural undergraduate class hailing from all over the world, NYU Shanghai combines the best of Chinese and American education, creating a new higher-education model for its talented students against the backdrop of globalization.

Adopting a liberal arts curriculum with English as the language of instruction, NYU Shanghai students spend their first two years on core liberal arts courses and select an academic specialization for deeper exploration and research in their third and fourth years.

During their undergraduate studies, students have the opportunity to spend one to three semesters studying abroad as part of the University's efforts to create a cross-cultural learning environment that will help students become global citizens.

How do I apply for a Fellowship?

The application consists of a statement of interest, a resume/CV, three references reflecting your recent academic and work experience, and evidence of your writing and technology skills. Past term papers, multimedia projects, websites, videos, etc. are all acceptable.

Submit your materials to nyush-techfellows@nyu.edu. Only complete applications will be considered.

What is the application deadline? When does the Fellowship begin?

Applications to the ETF are accepted on a rolling basis. Fellowships also begin on a rolling basis, according to the needs of the program.

Is this a paid Fellowship?

The fellowship offers support for housing/living expenses, plus a stipend.