



Position Description

Date: May 20, 2026
Position Title: Manager, Learning Design and Innovation
Reports To: Senior Director, Learning Design and Innovation
Status: Exempt

Position Summary:

The Manager, Learning Design and Innovation will play an instrumental role in the planning, production, and execution of educational initiatives supporting grant-funded projects and ASAM education initiatives. Reporting within the Learning Design and Innovation team, this role is responsible for leading the design, development, and production of engaging, multimedia-rich learning experiences across live, blended, and online formats. The role works closely with project managers to coordinate timelines, manage course development workflows, and ensure successful delivery. The ideal candidate is a hands-on course developer and multimedia producer with demonstrated expertise in Articulate 360 and other e-learning authoring tools, as well as experience collaborating with faculty subject matter experts (SMEs) to translate complex clinical and educational content into effective, visually compelling, and instructionally sound educational materials. Candidates should possess strong project management and organizational skills, with experience managing multiple course development initiatives simultaneously. They should also have a solid understanding of adult learning principles, learner engagement strategies, accessibility standards, and online course development best practices. ***Portfolio links or work samples showcasing course development and multimedia production experience are highly encouraged with application materials.***

Responsibilities/Duties:

- Design, develop, and produce interactive educational content across live, blended, and online learning environments.
- Conduct needs analyses to define learning objectives, audience requirements, and learning outcomes.
- Collaborate closely with faculty subject matter experts (SMEs) and stakeholders to translate complex addiction medicine content into learner-centered educational experiences.
- Recommend and implement instructional design strategies, multimedia approaches, and learner engagement techniques aligned with adult learning principles.
- Lead the end-to-end development of online learning courses using Articulate Rise.
- Lead content writing, editing, storyboarding, scripting, and other production activities.
- Create engaging multimedia learning assets, including interactive modules, videos, graphics, animations, and learner engagement activities.
- Coordinate and oversee faculty video/audio recordings and support multimedia editing and post-production workflows.

- Ensure all educational products comply with applicable standards and requirements, including WCAG accessibility standards, CE accreditation requirements, and organizational brand/style guidelines.
- Facilitate quality assurance reviews, course testing, and ongoing maintenance and enhancement of educational offerings.
- Manage timelines and deliverables across grant-funded projects and organizational education initiatives.
- Assist with vendor coordination and external production support as needed.
- Prepare reports, evaluations, and tracking documentation related to grant activities and educational outcomes.
- Travel occasionally (1–3 trips per year) to support educational programs and on-site course operations if needed.

Required Qualifications:

- Bachelor’s degree in Instructional Design, Education, Learning Design, Educational Technology, Multimedia Design, or a related field.
- Minimum of three years of professional experience in instructional design, e-learning development, or multimedia course production.
- Demonstrated experience developing online courses using Articulate 360, specifically Articulate Rise.
- Experience collaborating with subject matter experts (SMEs) to develop instructional content and learning materials.
- Experience producing multimedia educational content, including video, audio, graphics, and interactive learning assets.

Desired Qualifications:

- Master’s Degree in Instructional Design, Adult Education, Educational Technology, Learning Experience Design, or related specialty.
- Strong background in online course production and curriculum development.
- Experience with multimedia production tools such as Descript, Canva, Genially, Adobe Creative Suite, or similar applications
- Competence in graphic/visual design and interactive design methodologies.
- Experience applying accessibility best practices and developing courses that meet WCAG accessibility standards.
- Experience working within healthcare, medical education, professional associations, or continuing education environments preferred.

Skills and Abilities:

- Advanced proficiency with Articulate 360 and e-learning authoring tools.
- Strong multimedia development and digital course production capabilities.
- Proficiency with audio/video editing and multimedia production software.
- Strong visual communication and interactive design skills.
- Excellent project management, organizational, and prioritization skills.
- Ability to manage multiple concurrent projects and deadlines in a fast-paced environment.
- Excellent written communication, editing, and proofreading skills.
- Strong collaboration and interpersonal communication skills with the ability to work effectively with SMEs, faculty, vendors, and cross-functional teams.

- Knowledge of adult learning principles and instructional design best practices.
- Proactive, resourceful, creative, and solutions-oriented mindset with intellectual curiosity.
- Strong attention to detail and commitment to quality assurance.

Works closely with:

- Senior Director, Learning Design and Innovation
- Learning Design and Innovation staff
- Federal Programs Project Director and Project Specialist
- Chief Learning Officer and other members of the Education department
- Subject matter experts

Additional Application Information

Candidates are highly encouraged to submit a portfolio link and/or work samples demonstrating experience in instructional design, e-learning development, multimedia production, and course creation.

Salary and Benefits:

Salary: \$75,000-\$78,000 Commensurate with experience.

Benefits: Robust benefits, including 4 weeks (paid) parental leave, family health, vision, and dental benefits, 401(k) plan match. Flexible remote work arrangements available.

To Apply:

Please submit a resume and cover letter explaining your interest in this position and how your skills match the position to the following address:

https://recruiting.myapps.paychex.com/appone/MainInfoReq.asp?R_ID=7157151

ASAM provides equal opportunity to all staff. No person shall be discriminated against because of race, color, religion, sex, national or ethnic origin, age, physical handicaps, marital status, sexual orientation, family responsibilities, political affiliation, or any other category that is protected by federal law or the laws of the Maryland.



ASAM is proud to be honored with the Sloan Award for Excellence in Workplace Effectiveness and Flexibility for its use of flexibility and other aspects of workplace effectiveness as a workplace strategy to increase business and employee success. ASAM was one of eight organizations and the only association to be recognized in the state of Maryland.