Instructional Design Internship
EIT InnoEnergy Skills Institute

Duration: 3 months part-time (10 – 15 hrs per week)

Remote (anywhere in the USA)

Role Overview
The EIT InnoEnergy Skills institute is working at the intersection of online learning and the green revolution, creating training that supports the reskilling of today’s workforce to meet the need for a sustainable tomorrow.

As Instructional Design Intern, you will help develop online learning in collaboration with learning experts and international green-tech SMEs. Our interns help to ensure the maintenance and improvement of our online learning catalogue, test and review learning materials, and work closely with vendors and content production specialists. This role is a great opportunity for anyone looking to gain experience in online learning, battery and EV industries, content production, operations, and project and vendor management.

Responsibilities include:
• Ensuring that changes to online content have been made according to briefs prepared for vendors.
• Providing feedback on the learner experience.
• Reviewing online content to identify obvious issues with e.g. logical flow, mis-match of images and captions, suitability of headings etc.
• Preparing briefs for vendors on content revision needs.
• Liaising with vendors to answer questions and ensure that they deliver to deadline.
• Copy editing text.
• Other miscellaneous tasks as assigned.

Must-haves
• Studying towards a degree in any discipline.
• Ability to independently learn new technologies.
• Curiosity about online learning.
• Team player with outstanding communication and collaboration skills.
• Excellent organizational and time-management skills.
• Pro-active problem solving.
• Detail-oriented.

To apply
Please submit your resume to jacqui.wigg@innoenergy.com with a covering letter saying why you’d be interested in this role.