

Content Developers & Content Expert Support

Iowa Department of Education Seeking Applicants to Develop Online Courses/Units and Applicants to Provide Content Expertise During Iowa e-Learning Central (ILC) Course/Unit Development

The Iowa Department of Education is seeking the following:

- Licensed Iowa educators to develop online courses/units for inclusion in the Iowa e-Learning Central (ILC): **Content Developers**.
- Licensed Iowa educators to provide content support during course/unit development: **Content Experts**.

ILC is being developed as a new resource to provide access to courses and tools to support educators as they navigate virtual learning environments and incorporate online instruction. Funding for the Iowa e-Learning Central comes from a federal grant.

This document is organized as follows:

1. **Content Developers**. Information relevant to those seeking to apply to be Content Developers, including (a) expectations, (b) qualifications and (c) compensation.
 2. **Content Experts**. Information relevant to those seeking to apply to be Content Experts, including (a) expectations, (b) qualifications and (c) compensation.
 3. **Content**. Information around units and courses, including (a) units/courses available to develop in 2023-2024, and (b) the ILC Quality Content Rubric.
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1. **Content Developers**

Content Developers will design online, student-facing courses/units using Canvas as a platform based on identified resources such as established scope and sequence materials, selected online content, and OERs (if available). Developers will design courses/units to meet ILC quality criteria. Support to developers will be provided by *Content Experts* with a focus on content and coherence (horizontal and vertical).

(a) Content Developer Expectations:

- Complete the content developer application.
- Work with a support team (Instructional Designers, Content Experts, and Iowa Department of Education Content Consultants) to complete units/courses
- Complete Department-specific training(s), which includes a three-day event at the Iowa Event Center in Des Moines on July 11-13, 2023, and become familiar with the QCR to ensure ILC users have access to high-quality online curricular materials.
- Create an online, student-facing course/unit and corresponding teacher materials.

- Follow the course/unit development timeline provided by the Department.
- Use all templates provided by the Department.
- Regularly provide updated content for Department review and meet with Department representatives to review the developed content and receive feedback.
- Make revisions to content until the Department determines all submitted materials meet/exceed all components of the non-negotiable criteria and other quality content criteria as articulated in the QCR.
- Work with the Department instructional designer to ensure all curricular materials are uploaded to the ILC within the agreed timeline.

(b) Content Developer Applicant Qualifications

- In order to apply as a content developer, an individual must be, or must have been, an appropriately-licensed educator.
 - A retired educator or an educator whose license has expired may apply.
 - The educator must have expertise in the content area for which they are applying as a developer.
- Applicants will be asked to provide evidence of their content expertise and their experience developing curricular materials, online teaching/learning, and meeting the needs of all learners.
- Applicants may be contacted to develop a unit for which they did not apply, but are qualified to create.
- An employee of an Area Education Agency (AEA) may apply with an assurance that the work will be completed outside their AEA contracted hours.
- Staff from Iowa's Regent institutions may apply with an assurance they will have a certification of consent from the Board of Regents prior to beginning work.
- An organization may not apply as a developer. If an Iowa educator who is a member of an organization is qualified and chooses to apply, the organization may support the educator(s) in any way they see fit, but the contract will be solely between the licensed teacher and the Iowa Department of Education.

(c) Compensation

Compensation is shown below, and may be invoiced by developers in three stages: Upon completion of all required training (\$1500), 50% of development compensation at the point of Quality Content Rubric (QCR) review/approval, and the final 50% once final revisions are approved.

Training

- \$1,500 for completion of all required training. Invoice may be submitted once completed.

Units:

- \$7,500 for developing a unit which includes both student facing materials and the companion teacher materials

Content Development Payment is provided in two installments:

- Fifty percent provided at the point of QCR approval;
- Fifty percent provided at the point of final revision approval.

Semester Courses:

- \$15,000 for developing a semester course which includes both student facing materials and the companion teacher materials

Content Development Payment is provided in two installments:

- Fifty percent provided at the point of QCR approval;
- Fifty percent provided at the point of final revision approval.

2. Content Experts

Content Experts will review courses/units and provide feedback until the course/unit meets or exceeds the ILC quality criteria. These quality criteria are reflected in the Quality Content Rubric (QCR) and were developed in order to ensure content is appropriately aligned to Iowa's Academic Standards and that courses/units are based upon the National Standards for Quality Online Instruction.

(a) Content Expert Expectations:

- Complete the development support application.
- Work with Instructional Designers and Iowa Department of Education Content Consultants to support Content Developers
- Complete Department-specific training(s), which includes a three-day event at the Iowa Event Center in Des Moines on July 11-13, 2023, and become familiar with the QCR to ensure ILC users have access to high-quality online curricular materials.
- Review courses/units and provide feedback until the course/unit meets or exceeds the criteria in the Quality Content Rubric (QCR)
- Assist in stage one of scope and sequence work. This is the initial stage of developing scope and sequence documents for each course/grade level/content area to help with course development and end user implementation.
- Follow the timeline provided by the Department.
- Use all templates provided by the Department.
- Work with Department staff and Department instructional designers to ensure all content meets the requirements of the QCR.
- Regularly provide feedback to assigned content developers until all submitted materials meet/exceed all components of the non-negotiable criteria and other quality content criteria as articulated in the QCR.

(b) Content Expert Applicant Qualifications:

- In order to apply as a content expert, an individual must be, or must have been, an appropriately-licensed Iowa educator.
 - A retired educator or an educator whose license has expired may apply.
 - The educator must have expertise in the content area for which they are applying as a developer.
- Applicants will be asked to provide evidence of their content expertise and their experience developing curricular materials and meeting the needs of all learners.
- Applicants may be contacted to support a course for which they did not apply, but are qualified to do.
- An employee of an Area Education Agency (AEA) may apply with an assurance that the work will be completed outside their AEA contracted hours.
- Staff from Iowa's Regent institutions may apply with an assurance they will have a certification of consent from the Board of Regents prior to beginning work.
- An organization may not apply as a content expert. If an Iowa educator who is a member of an organization is qualified and chooses to apply, the organization may support the educator(s) in any way they see fit, but the contract will be solely between the licensed teacher and the Iowa Department of Education.

(c) Compensation:

Compensation is shown below:

- \$1,500 for completion of all required training
- \$2,250 per each completed assigned 1 semester course
- \$1,125 per each completed assigned unit

3. Content

Units are defined as any content within a subject that spans one month of instructional time (approximately 15 to 20 hours). Semester Courses are defined as any content within a subject that spans sixteen weeks of instructional time.

(a) Courses/Units Available for Development and Support in 2023

Content developers will create online, student-facing courses/units and the supporting teacher materials. Content Experts will provide support to developers with a focus on content and coherence (horizontal and vertical). It is anticipated that content experts will start work in April/May and developers will start work in April/May. Additional courses/units may be developed and provide the opportunity to extend the work. The courses/units that may be developed are:

- K-12 Art
- K-12 Music
- K-12 PE
- K-8 Computer Science

- K-12 Health
- Secondary Mathematics: MS Accelerated 6th Grade Math, MS Accelerated 7th Grade Math, Algebra I Support, Pre-Calculus, Quantitative Reasoning, Modeling Our World with Math, Data Science
- High School English Language Arts: Creative Writing, American Literature, Composition, Digital Media
- High School World Languages: French I, French II, German I, German II, American Sign Language
- High School Social Studies: Government, Economics, World Geography, Psychology or Sociology, Iowa History
- High School Science: Earth & Space Science, Anatomy & Physiology, Forensics
- Middle School Career and Technical Education (CTE): Agriculture, Food, and Natural Resources; Applied Science, Technology, Engineering, and Manufacturing; Business, Finance, Marketing, and Management; Family Consumer Sciences/ Human Services; Health Science; Information Solutions
- Work-Based Learning: 8th Grade Career Exploration, Internship Prep Course

(b) ILC Quality Criteria

The areas reviewed for quality include:

- Standards-aligned (non-negotiable)
- Authentic, discipline-specific sources, resources, and tools (non-negotiable)
- Coherent learning progressions
- Educator and student supports
- Accessible and viable materials
- High quality instructional and assessment strategies that are considered “best practice”
- Student engagement
- Equitable access and opportunity for all students

Application for Consideration

All individuals will need to complete a [2023 ILC Development Application](#). Applications are due April 3, 2023.