Part-time Graduate Course Development Assistant

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Type: Adjunct/Part-Time
Salary: $18 per hour
Posted: 11 days ago
Category: Curriculum Design

Job Number: REQ_0000074868

Approval of remote and hybrid work is not guaranteed regardless of work location. For additional information on remote work at Penn State, see Notice to Out of State Applicants.

JOB DESCRIPTION AND POSITION REQUIREMENTS

Dr. Dave Fusco within the College of IST is seeking applicants for part-time job of Graduate Course Development Assistant (CDA).

The Graduate CDA will support systematic assessment of AI integration in higher education by conducting comparative analyses of course assignments and curriculum materials. This position focuses on applying established educational frameworks to measure learning

outcomes and document pedagogical improvements. **No cybersecurity knowledge required** - the content domain is cybersecurity, but the work centers on curriculum analysis, assessment design, and educational framework application.

Job duties to include:

- Conduct comparative analyses of course assignments using framework-aligned rubrics (before/after AI enhancement)
- Apply educational frameworks including Bloom's Taxonomy, Stanford AI Readiness Framework, and UNESCO AI competencies
- Score assignments across multiple dimensions: cognitive level required, AI collaboration authenticity, ethical considerations, and transparency
- Document pedagogical changes that promote higher-order thinking and authentic AI integration
- Coordinate and facilitate feedback sessions with current students reviewing assignment materials
- Assist in developing 6-8 AI Literacy Modules applicable across disciplines
- Compile assessment findings into documentation that other educators can adapt for their own fields

Required Qualifications:

- Current Penn State graduate student (Masters Level) in Education, Learning Design & Technology, Instructional Systems, or related field
- Strong analytical and writing skills
- Experience with or coursework in curriculum development, instructional design, or educational assessment
- Familiarity with learning taxonomies or educational frameworks (Bloom's, backward design, etc.)
- Interest in AI's role in education

Preferred Qualifications:

- Experience conducting curriculum analysis or program assessment
- Background in rubric development or learning outcomes measurement

- Familiarity with AI literacy frameworks or ethical AI education
- Research or practical experience in student learning assessment
- Ability to synthesize findings into actionable recommendations for educators

What You'll Gain:

- Hands-on experience with emerging AI literacy frameworks
- Portfolio-worthy curriculum analysis and assessment work
- Experience with systematic pedagogical research methods
- Professional development in educational innovation and AI integration
- Potential for publication or presentation opportunities

Schedule:

- Anticipated 10 - 12 hrs/week
- January 2026 - May 2026

Compensation:

The starting rate for this job is $18.00/hour.

BACKGROUND CHECKS/CLEARANCES

Employment with the University will require successful completion of background check(s) in accordance with University policies.

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