

Job Advertisement: Online School Coordinator

Are you passionate about combining your technological expertise with your faith-based values? Do you have a deep understanding of online platforms, content development and a desire to make a positive impact in the lives of people? If so, we have an exciting opportunity for you as an Online Coordinator at the Wildwood Center For Health Evangelism.

Position: Online School Coordinator

Location: Wildwood, Georgia

Type: Full-time (40hrs per week)

About Us: At Wildwood Center For Health Evangelism we are dedicated to providing gospel medical missionary training that nurtures the hearts and minds of our students. We strive for academic excellence while fostering spiritual growth and character development. As an institution firmly rooted in Seventh-day Adventist bible-based values, we seek to prepare our students with the knowledge, skills, and spiritual foundation necessary to stand true to Christ during the investigative judgment.

Job Description: As an Online Coordinator, you will play a vital role in coordinating and supporting our school's online program, as creating online content that can create awareness about our educational programs. You will collaborate with teachers, administrators, and technology staff to develop, implement, and manage online programs, platforms, and resources. Your faith in Christ, passion for education and technology will guide you as you help create an engaging and meaningful virtual learning environment.

Responsibilities:

- Collaborate with teachers and administrators to identify online learning needs and opportunities within the curriculum
- Develop and implement online learning strategies, programs, and initiatives that align with our school's mission and Seventh-Day Adventist values
- Develop strategies to create awareness of the programs and educational activities done on Campus
- Select and evaluate appropriate online educational platforms, tools, and resources
- Monitor and troubleshoot technical issues related to online learning platforms and tools
- Regularly evaluate the effectiveness of online learning programs and make recommendations for improvement
- Ensure compliance with relevant policies, procedures, and regulations pertaining to online learning
- Foster a sense of community and engagement among students and teachers in the online learning environment
- Stay up-to-date with emerging technologies, trends, and best practices in online education
- Promotion of the course including contributing to the marketing strategy. Availability to travel to promotional events.

Qualifications:

- Completion of a medical missionary training program (Wildwood health evangelism training or other related trainings)
- Bachelor's degree in Education, Educational Technology, or a related field (useful but not required)
- Experience in developing and implementing online learning programs or courses
- Proficiency in using online learning platforms, content management systems, and collaboration tools
- Strong understanding and commitment of Seventh-Day Adventist Christian values and a commitment to integrating faith into online education
- Excellent communication and interpersonal skills
- Ability to work collaboratively and build relationships with faculty, staff and students
- Attention to detail and strong organizational skills
- Problem-solving mindset and ability to adapt to changing needs
- Familiarity with online safety and privacy concerns in an educational setting
- Member and in good and regular standing of the Seventh-day Adventist church

How to Apply: If you are ready to use your God-given talents to further the work of medical missionary training through online education and share our commitment to Christian values, we invite you to apply for the Online Coordinator position at Wildwood Center For Health Evangelism. Please submit your resume, cover letter, and any relevant certifications to chdirector@wildwoodhealth.org. We look forward to hearing from you!

