



SUBJECT MATTER EXPERT: HIGH SCHOOL SCIENCE

Expression of Interest

Nova Scotia eLearning Development
Education and Early Childhood Development (EECD)

Background

The Department of Education and Early Childhood Development (EECD) is leading the transformation of the early years and public education system in Nova Scotia. We are doing this by designing an innovative curriculum, facilitating excellence in teaching and learning, ensuring an inclusive education experience, and working closely with our partners in education. This will provide children, students, and families with a strong foundation for success. As part of its mandate, EECD is responsible for distributed learning, which includes the delivery of online learning opportunities.

A need for additional online learning opportunities for Nova Scotian students has been identified. There is a requirement for a Subject Matter Expert (SME) to join a collaborative team to develop online courses.

A SME is required for Grades 11 & 12 Biology.

Overview

The SME will work with Course Developers (and Consultants, as required) to determine effective and engaging instructional design for self-paced, online courses.

The SME will source and/or create all content (including assessment items, answer keys, assignment, rubrics, etc.) required to build the course in adherence to the instructional design choices.

Course Developers will use this content to collaboratively create the course components.

NOTE: These courses will employ project-based learning.

Assignment Details

Subject Matter Expert Responsibilities

Following high-level design guidance, and adhering to established curriculum, and assessment and inclusive education policies, the SME will:

- Work with Course Developers to create course design plans for stand-alone, self-paced courses.
- Identify/source all subject content required to design and develop all lessons.
- Provide Course Developers with authentic questions/tasks/assessment items to satisfy the assessment plan.
- Ensure alignment of all course materials and assessments with the relevant outcomes and curriculum, as well as applicable policies and guidelines.
- Ensure accuracy and appropriateness of all course content.
- Create rubrics and other supporting documents.

- Test lessons to ensure they function as expected.
- Carry out other duties as required.

EECD Responsibilities

- Provide LMS development guidance and technical support
- Communicate all content and high-level design material
- Review course for accuracy and effectiveness

Location

- Remote with occasional on-site work at the Department of Education and Early Childhood Development, 2021 Brunswick St, Halifax.

Standards

- All tasks must be performed to the satisfaction of EECD. All deliverables will be reviewed against development standards, established curriculum, current policies and guidelines and other documentation. All work products will be the property of EECD.

Employment Type

- Personal Service Contract

Compensation Rate

- In accordance with similar contracts

Duration

- 6 months with opportunity for renewal, pending funding

Skills & Qualifications

- Bachelor of Science, Major in a relevant discipline
- Bachelor of Education
- Extensive knowledge of high school Science curriculum - and in particular, Biology 11, 12 - and its implementation in NS. (Chemistry would be considered an asset)
- Minimum of 5 years of recent successful high school Science teaching experience
- Familiar with using Microsoft Office and Microsoft Teams
- Outstanding verbal, written, and communication skills
- Excellent organizational skills, detailed-oriented and ability to multitask
- Adaptable problem-solver and team player
- Demonstrated excellence in teaching and education
- Familiar with UDL
- Must be familiar with Nova Scotia provincial curriculum and policies, such as Inclusive Education and Assessment

If you are interested in this position, please send your resume and cover letter to Iain Harnish, Coordinator, eLearning Services (ian.harnish@novascotia.ca) by October 2, 2026.

If you require any additional information, please email Iain Harnish.

Thank you for considering this opportunity.