

SUMMARY OF QUALIFICATIONS

- Strong background in analyzing, designing, developing, implementing, and evaluating instruction
- Excellent interpersonal and communication skills
- Three years of distance education experience (both web and video-based)
- Four years of faculty instructional support experience

PROFESSIONAL EXPERIENCE

UNIVERSITY OF NORTH CAROLINA, Wilmington, NC

e-Learning Office Graduate Assistant (August 2005-present)

- Assist faculty with the design, development, and implementation of completely online and hybrid courses using Blackboard Vista
- Suggest and model best practices in e-learning
- Research e-merging technologies
- Assist with the design, development, and delivery of faculty technology training
- Provide high level technical support to faculty, staff, and students regarding a wide range of online learning tools

UNIVERSITY OF NORTH CAROLINA, Wilmington, NC

ITFSE Graduate Assistant, Watson School of Education (August 2005-present)

- Support and maintain three computer labs (train users, troubleshoot, update software and hardware)
- Provide classroom technology technical support to faculty
- Plan, shoot, and edit video content for instructional purposes

UNIVERSITY OF NORTH CAROLINA, Wilmington, NC

Interim WebCT System Administrator (January 2006-May 2006)

- Served as the sole WebCT Administrator for all courses taught using WebCT Campus Edition and WebCT Vista
- Created user accounts and courses for faculty and students
- Provided high level technical support to students and faculty
- Served as a major point of contact for technology vendors

PROFICIENT LEARNING, LLC, Wilmington, NC

Instructional Design Intern (May 2006-July 2006)

- Designed and developed both an instructor-led and computer-based workshop covering career essentials for newly hired pharmaceutical sales representatives.

CAPE FEAR COMMUNITY COLLEGE, Wilmington, NC

Learning Resource Center Technician (June 2004-August 2005)

- Provided technical and operational support to faculty and staff
- Trained faculty and staff on the proper use of Smart Boards, projectors, and computers
- Assisted patrons with research
- Planned, shot, and edited video content for the local education channel

UNC CIT VIDEO SERVICES, Chapel Hill, NC

Media Technician (January 2003-May 2004)

- Set up and ran video conferences using various connections
- Performed maintenance, repair, and installation of LCD projectors, Smart Boards, computers, VCRs, video cameras, and mobile Polycom systems
- Trained faculty and staff on the use of digital video cameras

BRITISH BROADCASTING COORPORATION, London, England

The Money Programme Intern (May 2003-June 2003)

- Assisted with the research, shooting, and editing of a 30-minute public affairs program on the rise of junk mail and spam e-mail which aired on BBC2-TV on June 18, 2003.

RELATED COURSWORK

Instructional Systems Design: Theory and Research
 Design and Development of Instructional Technology
 Web Teaching: Design and Development
 Managing Instructional Development
 Evaluation and Change in Instructional Development
 Multimedia Design and Development

TECHNOLOGY SKILLS

Web Authoring Tools	Print Authoring Tools	Video Authoring Tools
Macromedia Dreamweaver Macromedia Fireworks Macromedia Flash Toolbook Instructor 2004 Microsoft Front Page	Adobe Photoshop Adobe Pagemaker Macromedia Freehand Microsoft Publisher Microsoft Word	Final Cut Pro HD Adobe Premiere Window's Movie Maker Livetype Soundtrack
e-Learning Tools	Other Tools	
Blackboard Vista WebCT Campus Edition Camtasia Repondus Studymate Horizon Wimba	PowerPoint Adobe Acrobat Impatica Macromedia Captivate iLife Suite	

EDUCATION

M.S. Instructional Technology, May 2007

Focus: Higher Education

The University of North Carolina, Wilmington

B.A. Communication Studies, May 2004

Concentration: Media Studies and Production

The University of North Carolina, Chapel Hill