

contact

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key skills

ADDIE

Adobe Creative Cloud

Articulate Storyline

Articulate Rise

Assessment Development

CMMI SVC ML3

Color Theory

Content Development

Course Delivery

Creative Direction

Curriculum Development

Evaluation Development

Graphic Design for web and print

HTML & CSS

Instructional Design

Kirkpatrick Evaluation

Learning Management Systems

Microsoft Office

Microsoft Share Point Administration

Mockup & Prototyping

Project Management

Section 508 Accessibility

Strategic Communications

Typography

WCAG 2.1

Wireframes

Wordpress

Workflow Management

education

Website Design, AS

Metropolitan Community College

Omaha, NE

Communications, BS Bellevue University Bellevue, NE

Instructional Design and Technology, MS Bellevue University Bellevue, NE

Professional Experience

Associate Rainmakers Strategic Solutions, LLC

2021 - Present

- Project Management tasked with launching, coordinating, and maintaining several new and existing multi-million dollar federal contracts. These include work related to the Medicare Learning Network (CMS), Section 508 Accessibility/Human Centered Design (CMS), Covid-19 Vaccine America Forum (CDC), and many more.
- Writing, designing, and developing adult learning instruction and educational materials primarily related health-focused topics and human centered design/ Section 508 Accessibility.
- Proactively monitoring project development for performance and timeliness.
 Identifying and resolving blockers to success such as technological, resource capacity, and logistical issue.
- Review and final sign-off of all content, design, and functionality for web-based training modules, websites, and layouts of a library consisting of ~150 individual projects
 During my time leading these teams we have had zero late, returned, or rejected deliverables.
- Identifying training needs by analyzing operational results/blockers, system
 requirements, plans, forecasts, and current training programs. Satisfy training
 needs by collaborating closely with subject matter experts to develop and deliver
 appropriate solutions and curriculums.

Adjunct Instructor Metropolitan Community College (NE) 2023 – Present

- Conducting course instruction at the undergraduate level in the Design, Interactivity, and Media Are department.
- Write and revise curriculum for graphic design related courses including establishing student learning outcomes, evaluation strategies, course sequencing, and rubrics.

Publication Coordinator StrategicHealthSolutions, LLC

2016 – 2020

- A Creative Manager position supervising a team of Graphic Designers and Editors, in coordination with Subject Matter Experts, to create educational materials for a \$20M Medicare Learning Network (CMS) contract.
- Workflow systems manager responsible for creating task templates, setting up project work plans, and work-breakdown structures. Identifying dependencies, milestones, and priorities followed by assigning tasks, scheduling all deliveries, and archiving projects.
- Leader of the contract risk management team responsible for identifying, mitigating and reconciling risks to the contract following all CMMI SVC ML3 best practices.

Graphic Designer II StrategicHealthSolutions, LLC

2013 - 2016

- Led analysis and implementation of a workflow management solution (ProWorkFlow) resulting in a 56% increase year-over-year in productivity and off-schedule delivery reduction to zero.
- Researched, created and implemented graphics department standards including automation, preflight, and best practices to ensure consistent error free deliverables.
- Design and remediation of Section 508 compliant PDF accessible to people of all abilities.

Graphic Designer University of Nebraska Medical Center

2006 - 201

- Designed various materials for staff and students throughout the University of Nebraska system including research posters, annual reports, marketing brochures, websites, variable data, instruction materials, university ads, and more.
- Member of the UNMC brand enforcement team.
- Wrote and taught continuing education courses to UNMC staff and students in art, creative design, variable data, and Adobe Photoshop/InDesign/Illustrator usage.

additional activities

Papillion Arts Council: Board Member 2021 – Present

Papillion Arts Foundation (503c): Vice President 2023 - Present