





# Deborah A. Dutoit

## CONTACT

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 Silverthorne, Colorado

## EDUCATION

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**B.S. - Instructional Design & Technology**  
Walden University

## TECHNOLOGIES

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Microsoft Office Suite,  
Camtasia, Adobe Creative  
Cloud, Premiere Pro,  
QuickBooks, Storyline  
Articulate, Rise, Audacity

## SKILLS

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Project and Program  
Management, Content  
Development, Video  
Development, Self-Guided  
Learning, LMS  
Management, Webinar  
Training and Management,  
Course Design, Instructor-  
led Training, ADDIE, SAM,  
Agile, Scrum, Blackboard,  
Moodle, ILT and VILT, Oracle  
CRM database

## STRENGTHS

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Consistency,  
Responsibility, Collaboration,  
Learner, Harmony,  
Connectedness, and Relator

## SUMMARY:

Over 20 years experience in Instructional Design and training. I am passionate about learning and teaching. I enjoy empowering people to learn new skills, view things objectively and efficiently to improve themselves and others! I am a forever learner, and I hope to instill that enthusiasm in others. A good teacher takes a complicated subject and communicates it in a manner that the student can apply to everyday life.

## WORK EXPERIENCE

### **Owner – Creative Real Estate, LLC**

#### **Colorado Springs, CO, 2008 – Present**

- Owner and manager of commercial/industrial real estate leasehold.
- Create and update websites and advertising brochures for leases.
- Track leases, manage account payments and tenant relationships.
- Prepare financial statements and coordinate accountant and banking interactions.

### **Global Learning Resource Manager, June 2015 – June 2019**

#### **Instructional Designer & Video Course Developer**

#### **Cherwell Software – Colorado Springs, Colorado (hybrid)**

- Directed the eLearning Resource Development team through detailed project and delivery plans, and managed key milestones to complete initiatives.
- Design positive customer learning experiences of self-paced training materials in an online Learning Management System (“LMS”).
- Managed migration and consolidation of four LMS sites of over 200 courses into a unified platform within a strict 4-month deadline.
- Created Instructional Design for technical training and internal onboarding, adhering to corporate style guidelines for consistency.
- Identified gaps in global learning offerings and proactively moved to meet those needs by collaborating with global partners, support service providers, and sales teams.
- Managed closed-captioning and localization of training materials.
- Collaborated with others to lead all phases of development including L&D team, SMEs, stakeholders, vendors, and customers.
- Defined training requirements for new software releases, ensuring alignment with product updates and user needs.
- Project management including Agile and Scrum methods.
- Assessed customer-specific training needs and developed customized learning paths to meet unique requirements effectively.
- Designed and produced a video learning library.
- Collaborated with subject matter experts to identify training needs.
- Recruited 50+ instructors and organized instructional workshops for user engagement and knowledge-sharing opportunities.

### **Director of Training, Jan 2005 – Jun 2015 (10 years 6 months)**

#### **Dartfish Software – Colorado Springs, Colorado (remote with travel)**

- Trained and supported clients across North America in utilizing Dartfish video analysis software to optimize movement mechanics and enhance athletic performance. Supported 18K clientele utilizing Oracle CRM.
- Conducted online webinar trainings and in-person workshops for coaches, professors, physical therapists, biomechanists, and athletes in both professional and Olympic NGB of elite athletes.
- Developed a LMS to certify and test video technologists in all aspects of video analysis software.
- Developed and implemented certified coursework via Blackboard across multiple universities to improve software proficiency among Kinesiology students and athletic trainers.