Senior Curriculum Development Manager

Certified ScrumMaster Google Certified Educator









I am a seasoned Learning and Development manager with vast experience in technical curriculum development, people management, project and program management, UI/UX, AI prompt engineering and RAG for content development, multimedia and instructional design, strategic planning, vendor and software management, training and pedagogy, digital/print design, and analytics reporting.

I have successfully developed innovative digital learning products for the K-12, Higher Ed, and Professional Cloud technology markets, generating millions in revenue through training events and subscription sales. I am highly effective in managing teams and partnering with upper management to support employees toward achieving organizational and personal goals.

I am customer obsessed, anticipate bottlenecks, and balance business needs versus technical constraints to move projects forward quickly. I thrive and succeed in a fast-paced entrepreneurial environment, and I'm not hindered by ambiguity or competing priorities.



WORK EXPERIENCE

AMAZON WEB SERVICES

Amazon ERGs.

Senior Technical Curriculum Development Manager 2022-Present

Detail-oriented Curriculum Development Manager, providing workload guidance, structure, oversight, stakeholder communication, and process improvement for our Curriculum Development team. Define and scope projects by working closely with Product Management, curriculum developers, technical trainers, subject matter experts, AWS services teams, and customers to understand their needs and create clear learning objectives, outcome statements, and project plans. Develop and manage capacity plans that successfully deliver promised results. Manage a high performing direct team of technical curriculum developers, lab developers, curriculum architects, and instructional designers. Communicate with the publishing, marketing, engineering, training, Exam Prep and certification, and studio production teams on project status and timelines. Manage project milestones and drive releases to on-time delivery. Identify process improvement strategies to expedite the production of technical training curricula or improve the quality of materials being delivered. Accelerate the shift to a rapid content development strategies by modifying the existing content development ADDIE/SAM processes to leverage agile development methods. Use AI tools with Anthropic Claude/Sonnet LLM and custom RAG to accelerate content and assessment development workflows. Coordinate cross-functional resources to review project deliverables and motivate completion of SME reviews. Wrote narrative to create and fund the Trainer-Presenter Skills program used by AWS trainers all over the world. Report monthly and quarterly metrics to senior leadership teams. Lead the org-wide Curriculum Standards Committee and Wiki Tiger Teams. Coach team in leadership principles, business process and development best practices, and Emotional Intelligence. Mentor other managers in Amazon mechanisms and Leadership Principles. Inclusion, Diversity, and Equity Ambassador for Amazon. Accessibility Lead. Lead the Amazon Families Adoption Employee Affinity Group (ERG) and member of the Women at Amazon and Wellness at



CONTACT



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SAVVAS LEARNING COMPANY

General Manager of Digital Publishing 2018-2022

Direct teams of Multi-Media Designers and Web Developers, who conceptualize and create content for all digital training and PD courses on My Savvas Training training site, supporting 500k+ users. Purchase, implement, and direct all aspects of My Savvas Training and Moodle Workplace LMS company-wide. Work across teams to PM company's digital learning portfolio. Design UI/UX for training sites, and direct development for learning modules for internal and external training. Manage vendors and development software for Services L&D. Strategic planning for site growth, subscriptions, and training offerings with VPs and Directors. Provide site support for customers, through their training implementation with analytics and reports for Data-Driven Decision-making. Train employees across teams on development best practices and UI/UX design. Manage the planning and execution of learning content to ensure the end-product meets Savvas branding and quality measurements. Work closely with curriculum development teams across disciplines, marketing teams, product management, and contractors to help effectively support

the publishing function for training products. Report site analytics to company, using Google Analytics and Data Studio. Conduct employee reviews and create team goals for media and web developers, and support

professional development to inform and grow the team and our

PEARSON NA, LEARNING SERVICES

deliverables.

Supervisor of Multimedia Development, Platforms 2015 - 2018

Responsible for the program and project management for Platforms and K-12 multimedia development for customer-facing digital training delivery. Design and development of interactive distance learning products for web, tablet, and mobile. Responsibilities include creating interactive modules, videos, presentations, and training curriculum learning products. Manage training projects for the Career and Technical Education team (HS and comm. college), as well as content development for facilitator delivery. Establish short and long-term work plans and optimize resources, ensuring work area objectives are consistently met. Select methods, tools and techniques, and evaluation criteria for obtaining efficacy results. Work with platform product teams to create materials for new platform features/releases requirements, UX/design layouts, and research information for optimum product development and training delivery. Design and deliver skills-based professional development to team members on multimedia development and editing, digital development tools, project website development and management, document management, template design, and Google integration. Developed highly interactive multimedia courses for training on Realize, SuccessNet, and EasyBridge platforms. Developed and delivered asynchronous Salesforce training to entire Learning Services division.

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PEARSON NA, SCHOOL SERVICES

Supervisor of Multimedia Development, PowerSchool 2010 - 2015

Responsible for the program, project, and HR management for 10 developers comprising the multimedia development team. Design and development of interactive distance learning products for PowerSchool, Schoolnet, and Inform Customer Education. Establish short and long-term work plans and optimize resources, ensuring work area objectives are consistently met. Select methods, techniques, and evaluation criteria for obtaining efficacy results. Interpret requirements, design layouts, and research information, as well as decide which multimedia tools to utilize for optimum product development. Develop/design plans, schedules, video, and electronic media projects related to marketing collateral. Responsible for applying established corporate branding specifications to ensure work meets corporate guidelines. Design and deliver skills-based professional development to team members. Responsible for the creation of the mLearning Guides product line, generating multi-million dollar revenues. Supervise the design, implementation, and testing of learning modules. Develop courseware and programs for new products while identifying, sharing and recommending best practice solutions through coordinated efforts with cross-functional teams. Have hire, fire, performance appraisal, and budget responsibilities. Delivered live product training for multiple yearly PowerSchool customer conferences (PowerSchool University), with 50-100 participants per session.

PEARSON NA, CUSTOMER EDUCATION

Senior Content Development Team Lead, PowerSchool 2006 - 2010

Lead/delegate responsibilities to a team that creates the development of internal media platforms for internal and external products. Establish short and long-term work plans and optimize resources to ensure that work area objectives are consistently met. Select methods, techniques, and evaluation criteria for obtaining efficacy results. Interpret requirements, design layouts, and research information, as well as decide which multimedia tools to utilize for product development. Develop/design plans, schedules, video, and electronic media projects related to marketing collateral. Responsible for applying established corporate branding specifications to ensure work meets corporate guidelines. Develop classroom courses, educational tutorials, quizzes, learning games, and interactive tools for various educational digital deliverables formats including print, video, and interactive online modules with an understanding of scope and sequence, course hierarchies, usability testing, instructional design principles, SCORM and courseware archiving. Work with SMEs, project managers, and product engineers to create and design courses within specified schedules. Apply instructional design standards in creative and innovative ways to create educational solutions. Create and maintain accurate technical documentation.

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APPLE COMPUTER, INC.

PowerSchool Curriculum/Multimedia Developer and Training Specialist 2005 – 2006

Design and produce online courses and supplemental materials and actively participate in the development and training of faculty, staff, and students. Develop of course materials that are functional, intuitive, informative, and consistent with sound instructional design principles. Develop and provide recommendations for interface design, sequencing of instruction, use of assessments, and design of course materials and activities. Determine instructional effectiveness of course materials that are developed. Contribute to the development and implementation of sound workplace practices to automate services and facilitate communications among workers and with clients. Continually explore new technologies for potential application to instructional problems. Provide direct supervision to curriculum development team. Ensure the instructional integrity of course development projects through systematic design and clear writing of scripts, narratives, and storyboards. Assist in assessing the instructional effectiveness of course materials that are produced. Provide methods for learning needs analysis to ensure appropriateness of online instructional materials. Provide consultation to staff in the application of instructional design and the use of instructional technology tools in the delivery of instruction. Conducted indistrict Initial Product Training for PowerSchool customers nationally, with an average of 30 participants at each session, per day.

NORTH COLLINS CENTRAL SCHOOLS

District Technology Coordinator

2001 - 2005

Design, coordinate, and maintain voice/video/data network infrastructure. Coordinate Staff Development activities including LAN access & services, Technology Integration, student/staff resources. Install & maintain systems security and support administrative software applications. Coordinate vendors and purchases, develop and maintain district inventory, coordinate appropriate network related training (email/Internet/general usage & troubleshooting), and Software License Management. Act as a representative in complex district activities as needed including Comprehensive District Education Planning (CDEP), Professional Development Planning, Curriculum Development, and Mentoring. Maintain and develop an adequate budget working with school Business Administrator and Superintendent. Awarded \$10,000 Grant from Computers for Children and assisted in writing Title IID Grant, as well as coordinating and filing annual E-Rate Federal applications. Responsible for developing and publishing a school-wide Acceptable Use Policy (AUP) policy for students and staff, District Annual Professional Performance Review (APPR), Mentoring Plan, and District Technology Plan. Member of Erie1 BOCES and Erie2CC BOCES Technology Consortiums, the Erie2CC BOCES Interview Team, North Collins Professional Development Committee, Curriculum Development Committee, Mentoring Team, Administrative Cabinet, and serve on NYState mandated CDEP Committee. Responsible for design, content, and maintenance of North Collins School District website. In addition, taught evening Community Education classes to North Collins residents. Co-Advisor: North Collins Yearbook, Character Education Club.

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EDUCATION

CLEMSON UNIVERSITY Master of Business Administration – Leadership

and Innovation

MASS. INSTITUTE OF Sloan School of Management – Managing TECHNOLOGY Technical and Professional Organizations

HOUGHTON COLLEGE Bachelor of Science – Business Management,
Computer Science (Minor in Education)

 HARVARD BUSINESS Tools for Effective Management Certificate SCHOOL



SKILLS AND CERTIFICATIONS

- Certified AI Practitioner Amazon Web Services
- Certified Cloud Practitioner Amazon Web Services
- Certified ScrumMaster Scrum Alliance/Attain Agility
- Capella University Instructional Design for Online Learning Certificate
- Google Certified Educator Certificate Google, Inc.
 - · Adobe Creative Suite
 - Adobe Captivate, eLearning Suite
 - Articulate 360 eLearning Development Suite
 - · Camtasia/Snagit
 - HTML5, CSS, Bootstrap, Javascript
 - Apple iBooks Author
 - Google Suite (Business and Education)
 - Audio recording/voiceover work/video production
 - SmartSheets, Sharepoint, Trello, Asana, Basecamp PM software
 - Salesforce, Median, Dayforce CRM/HR systems
 - MS365. Microsoft Office Suite
 - LMS and CMS Systems (Moodle, Brightspace, Canvas, Alfresco, Docebo)
 - Process Improvement and Workflow OmniGraffle, Lucidchart
 - Customer Success Strategies Gainsight, Get Feedback, AWS QuickSight, Qualtrics, Amazon Q for Business
 - · Google Analytics and Data Studio
 - · Agile and Scrum Methodologies
 - Wireframe Pro UI/UX Design
 - ADDIE/SAM Development Models
 - Bloom's Taxonomy
 - SCORM and 508 Compliance
 - Member USDLA, eLearning Guild, Contributing VIP at FairyGodboss.com
 - PMI Member #2815298



HONORS/AWARDS/ENGAGEMENTS

- Presenter: Cape Cod Community College Women in Tech Conference
- Presenter: Pearson Global Technology Summit
- Presenter/Trainer: PowerSchool University
- Presenter: T+L Conference (National School Boards Association)
- Presenter: Western New York Technology Consortium
- Founder and Administrator of Upstate NY PowerSchool Users Group
- Three Star Member Phi Theta Kappa International Honor Society
- Outstanding Site Editor Award, Family Education Network
- Service Above Self award, Rotary International
- Provide free design services to non-profits: SOFIA, Schoolhouse8, Adoption STAR
- Amazon Associate Speaker Certification (conferences, workshops)
- Pearson WILL.MA; Women in Learning and Leadership contributing member
- VIPS Volunteers in Public Schools Volunteer and Leader